



Meeting Record

01-11-2023

ME 3356 + [Discord](#)

Attendance

Executive	Y/N	Members
Xavier Haziza, <i>President</i>	Y	ZACH
Declan McCloskey, <i>VP Internal</i>	Y	KHALED
Monica Paul, <i>VP External</i>	Y	SD
Naomi Yakubovich, <i>VP Finance</i>	N	CAM
Cynthia Cairns, <i>VP Services</i>	Y	
Maxim Kari, <i>Events Director</i>	Y	
Grace Smith, <i>Events Director</i>	Y	
Liam D-P, <i>Inventory Director</i>	N	
Piper Stuempel, <i>Merchandise Director</i>	Y	
Jaime tenBrinke, <i>Office Director</i>	N	
Liz Antifave, <i>Publications Director</i>	Y	
Sam Raab, <i>Technical Director</i>	Y	
Jules Breau, <i>4th Year Rep</i>	R	
Jaden Desveaux, <i>3^d Year Rep</i>	Y	
Lexy Buchanan, <i>2nd Year Rep</i>	R	
Chris Goodman, <i>1st Year Rep</i>	Y	
Hayley Ross, <i>1st Year Rep</i>	Y	
Jack Tremblay-Lessard, <i>1st Year Rep</i>	Y	

Meeting Agenda


Schedule	
18:30-19:00	Action Items
19:00-19:30	Executive Updates Speaking Order: <ol style="list-style-type: none">1. President2. VPI3. VPX4. VPF5. VPS6. Events7. Inventor Director8. Merchandise Director9. Office Director10. Publications Director11. Technical Director12. 4th Year Representative13. 3rd Year Representative14. 2nd Year Representative15. 1st Year Representatives
19:30-19:45	Discussion Period

Action Items	
Subject:	-
Brought forward by:	
Result:	
Subject:	
Brought forward by:	
Result:	

Minutes

Legend: New item In progress Late General

Executive Updates	Notes
<i>President</i>	<i>5 minutes</i>
<ul style="list-style-type: none"> ● Met with my coordinators <ul style="list-style-type: none"> ○ Dana and i met with hayes and got some really good info on the inner working of the department. TLDR: there is basically nothing we can FORCE onto profs to do. BUT, we can make some good guidelines and have the mae dep endorse them. The more profs that we can get to voluntarily support this the better. <ul style="list-style-type: none"> ■ John hayes is the MAE like “therapist” you can go see him in the MAE office and talk about literally anything. He is a great guy and a good listener. <3 More formal info will be coming soon on this. Think of him like MAE Student issues ○ Met with zach to come up with a plan for meetings. ZACH TALK HERE <ul style="list-style-type: none"> ■ Going to look at jadens feedback form to use/edit to use for collecting 	

<p>concerns about maae courses/programs etc.</p> <ul style="list-style-type: none"> ■ Can the year reps advertise this once its done so we can get as much feedback as possible to be able to bring to the faculty also liz please make posts when its done ■ Gonna talk to guelph people about how their system works <ul style="list-style-type: none"> ● CO2 is a go <ul style="list-style-type: none"> ○ Please tell all your friends that the first meeting is next week on tuesday. We will be going over the competition and a cad workshop. ● My henchmen are doing things! ● Things on the go: <ul style="list-style-type: none"> ○ Order things from kefc ○ Organize merch with services and their goons ○ Pubs spreadsheet ○ Constitution amendments ○ Other things (TELL ME IF I'M FORGETTING STUFF) 	
<p><i>Vice President Internal</i></p>	<p><i>3 minutes</i></p>
<ul style="list-style-type: none"> ★ Fall Semester General Meeting <ul style="list-style-type: none"> ○ Date: 30 November 2023, 18:30 ○ Location: ME 3275 (approved) ○ Slides due by 27 November ○ To include on slides: <ul style="list-style-type: none"> ■ Picture(s) of you ■ Quick overview of you and your position ■ List what you've done so far this term ■ List planned actions ■ Anything else relevant to your position (e.g. budget for Finance) ★ Finally getting around to working on the website! (thanks Sam for the login) ★ Peddled Industry Night to a bunch of contacts ★ Executive contracts <ul style="list-style-type: none"> ○ Please submit the contracts here ○ https://forms.gle/ffqXijTixM3BZ5QX7 ○ Thanks Xavier for making the form - great idea 	

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<ul style="list-style-type: none"> ★ Met with InSpace about their constitutional stuff <ul style="list-style-type: none"> ○ Starting a Constitutional Consulting Business <ul style="list-style-type: none"> ■ Just kidding please let me live free of constitutions for at least a few months ★ Astro Trivia Night sometime in November! Team signups coming out soon 	
<i>Vice President External</i>	<i>3 minutes</i>
<ul style="list-style-type: none"> - Testbed 80 talk <ul style="list-style-type: none"> - Nov 2 (tomorrow) - 6-8pm - Minto 5050 - Tell your friends! Come hang out, it's going to be very cool - Ordered the pizza - DFL Tour <ul style="list-style-type: none"> - Happened! Went really super awesome! - Def something we could do again, major aero c and d vibes <3 - Sending digital thank you card to ethan - Hopefully getting the photos from ethan soon - will follow up after sending the thank you - Setting up meeting with CASI and Xav - Ongoing chats with events about everything events (mainly industry night atm) - Busy week with work and school so not too much coming from me 	
<i>Vice President Finance</i>	<i>0 mins</i>
<ul style="list-style-type: none"> ★ health emergency had to go home ★ It's report week but since I'm not here I'll still link it and it can be shown or I can present it next week ★ October Report ★ Dealing with KEFC if there's something that you requested that you don't know if it's approved or not lmk, make sure to tick off the KEFC box in bookkeeping ★ Also November spend is due Friday 3rd 	
<i>Vice President Services</i>	<i>5 minutes</i>
<ul style="list-style-type: none"> ★ Condom money obtained <ul style="list-style-type: none"> ○ Thinking of a few designs, might open it up to members 	

<ul style="list-style-type: none"> ★ Working with Xav for Kevin's special boy prize for paper airplanes, likely a fun patch embroidered by CSES ★ Want an exec item discussion during next week so PLEASE REACT TO ITEMS YOU WANT IN THE EXEC ITEM MERCH THREAD in "MERCH" CHANNEL ★ Office update: <ul style="list-style-type: none"> ○ Shelf bout, waiting on parts to install ○ Floor cleaned 	
<p><i>Events Directors</i></p>	<p>$\sqrt{-3}$ minutes</p>
<ul style="list-style-type: none"> ★ Paper airplanes went great! <ul style="list-style-type: none"> ○ Massive turnout (a little more than planned for lol) ○ Prizes have come in for people and they should have them (hopefully) <ul style="list-style-type: none"> ■ No :(i forgor -G ○ Kevin is getting special prize because brother knows how to make a good paper airplane i guess <ul style="list-style-type: none"> ■ Someone stop this man ○ Pizza debacle averted (something to mention in the transition report) <ul style="list-style-type: none"> ■ Pizza Pizza my number 1 OP ○ Thank you Monica for getting us in contact with CASI, definitely someone we want to keep working with. <ul style="list-style-type: none"> ■ We <3 Paul he was so excited about the plane that won best design -G ○ Fr tho it was such a success I was so happy ty everyone for your help especially Naomi, Jaime, Monica, Xavier 🧡 ★ Industry Night work is going well <ul style="list-style-type: none"> ○ Ron Miller would like to help with funding and is providing more industry rep contacts <ul style="list-style-type: none"> ■ Hopes to keep the department help under \$800 so well see ○ The Prescott replied. Need to go in and look at it in person. We would need a big venue from them to fit the amount of people that we plan on. Might be a little pricey <ul style="list-style-type: none"> ■ (2500 dollars pricey) 😞 	

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<ul style="list-style-type: none"> ○ Save the date emails are out to everyone on the list. Have had some “Yes” and some “No” answers already. ○ Getting more industry rep contacts from Declan. Appreciate it lots ○ IF YOU KNOW ANYONE WHO WOULD LIKE TO BE AN INDUSTRY REP PLEASE SEND AN EMAIL WITH THEIR CONTACT INFO TO cmas.industry@carleton.ca ○ We are catching up on the work for it! Still need to figure out the resume conundrum (any suggestions from yall would be awesome!) ★ David from SCESoc is starting to reach out about societal wars <ul style="list-style-type: none"> ○ Gonna get first year reps to help with ideas :3 	
<i>Inventory Director</i>	<i>x minutes</i>
<ul style="list-style-type: none"> ● Library almost operational <ul style="list-style-type: none"> ○ Books we have cataloged ○ Once shelves go up donation form will go out for members ○ Once operational, will make an announcement for members 	
<i>Merchandise Director</i>	<i>x minutes</i>
★	
<i>Office Director</i>	<i>0.05 minutes</i>
★	
<i>Publications Director</i>	<i>1 minute</i>
<ul style="list-style-type: none"> ★ Posting n stuff <ul style="list-style-type: none"> ○ testbed 80 ○ Co2 car comp posts ○ Industry night? ★ im eepy 	
<i>Technical Director</i>	<i>$2\frac{e^1}{\pi}$ minutes</i>
<ul style="list-style-type: none"> ★ Survived <ul style="list-style-type: none"> ○ Guelphed all of reading week ★ Rest of toner ordered, shout outs to KEFC (we have funding for two more so maybe pre-order 	

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<p>one black toner and save the last moneys for a colour toner that runs out first??)</p> <ul style="list-style-type: none"> ★ Gotta talk to Phin Lee about emails, apparently there's some security stuff that should be updated so our emails are less likely to end up in other people's spam ★ STILL NO CMASSETS (but now will have time some times for time to do time(wah)) ★ Bring plants in tomorrow may be? 	
<i>4th Year Representative</i>	<i>0.5 minutes</i>
★	-
<i>3rd Year Representative</i>	<i>0.5 minute</i>
<ul style="list-style-type: none"> ★ Been getting massacred by classes. Not much done. ★ Maybe will try to work on a movie night this weekend ★ In other news, became a CUSA FED Councillor. So CUSA related concerns, please let me know. 	
<i>2nd Year Representative</i>	<i>x minutes</i>
★	
<i>1st Year Representatives</i>	<i>x minutes</i>
<ul style="list-style-type: none"> ★ Minto Card Access? ★ Complaints about consistency between sections for midterms (visual communication) ★ Epic first year turnout for Paper Airplanes 	

Discussion Items
<ul style="list-style-type: none"> ★ Brought up by VP Services: What do we want the exec item to be? ★ Brought up by VP Services: Do we really want condoms? It was submitted as "Safe Sex and Sanitization Equipment", there's a good amount we could do with that definition. Is this allowed? ★ Office hour idea for winter term: <ul style="list-style-type: none"> ○ Similar to what khaled and i are doing rightnow. Fill up the spots with 2hrs of exec like we are doing right now. Then open up the hours to volunteers. Volunteers can have any timeslot they want, not just what is not filled by execs. This would end up with one exec and one volunteer during hours. This would allow a bit of leeway if one of the two can not make it to their hour, or if they are late. ★ Toaster oven a la surfer boy

- ★ Where Plant :3
- ★

Team Successes

** Did someone have a success this week? Did someone really help you out? Something notable happened? Write it here! **

- ★ Monica has been doing a bang up job with dealing with casi and all of our affiliates <3, also DFL tour was very slay
- ★ Events are forking short up! (im trying man cmon - M)
- ★ Dana is slaying
- ★ Liz >>

