***Meeting Minutes: 28 February 2012***

***Present: Craig, Crystal, Chad, Taylor, Neil, Lindsay, Sasha, Jordan, Ben, Kyle, Cinnati, Rebecca, Sean***

***Last Meeting's Minutes:***

***Motion to accept – Rebecca***

***Seconded - Chad***

**Craig (Chair):**

* Start getting elections
* What day works best? Thursday, March 29th – after labs?
  + After meeting around 5:30
  + Craig motions to have elections at 5:30pm on above date
    - Neil seconds
    - Motion passed
  + Get changes to constitution in about 3 weeks before
  + Election sheets in Chair box
* Need date for info session
  + We have $400 in funding
  + Tentatively Thursday, March. 15 ~5:30pm
* IEEE McNaughton Scholarship – due March 15
  + For people going into final year
  + For people who have contributed to IEEE
  + Prof. Bui, himself and Prof. Lynch decide
  + More details next week, will send out email

**Crystal (Vice Chair):**

* Rebecca motions to reimburse for $23.09 for Dodds’ gift
  + Neil seconds
  + Motion passed
* Exam files due – will upload
* Calendar updated

**Chad (Finance):**

* Nothing
* Craig will get you Dean’s Funding

**Neil (Public Relations):**

* Mention Buck the Scholarship in email -> link it
* Kicker, pizza sale, elections, constitution changes
* Fridge is out of RedBull
  + Through HVC?
  + We might get discount – Taylor should be notified

**Sasha (Social):**

* McNaughton Kicker at 6:30 this Friday
  + Help set up!
* Year End Banquet – at Travelodge
  + April 4th
  + 25 people - $19 or $22
  + 30 people - $24
* Crystal motions to reimburse $100 for insurance
  + Chad seconds
  + Motion passed
* Buck the Scholarship
  + They want to have student members

**Jordan (HVC):**

* Cinnati got registration page up and running – online registration is open
* Information updated on website
* Centennial Plumbing and Heating
  + Offers monthly $1000 to deserving charity
  + Try to get for HVC
  + Go online to Centennial
* For DJ equipment – use at HVC
  + Speakers, turntable, mixing board, etc.
* Insurance – will do this week
* Sandbags – ask about them
* IEEE team – sign up sheet on door
* If you play on a team, you have to spend time volunteering

**Cinnati (Graduate Student):**

* Nothing

**Rebecca (Graduate Banquet):**

* Picked entertainment?
  + Clinton Grey will be in province that week
  + Usually $3000, done cool stuff
  + Comedian/illusionist
  + $1000
  + His manager does fundraisers – they do silent auctions, takes it out to event; he gets half of what is sold
* Make up tickets tonight and selling soon
* Chad motions to reimburse $44.04 for pop
  + Neil seconds
  + Motion passed

**Sean (Second Year Rep):**

* Nothing

***Adjourn:***

***Motion - Chad***

***Seconded - Neil***

***Next Meeting: 6 March 2012***