**Present:** Kayla Rueve, Callahan Collier, Jordan Clarke, Bretton Hurd, Karen Innes, Joel Anderson, Rob Tremblay, Kyle Sheasby, Keith Dmyterko, Marci Detwiller, Kevin Wan, Louis Veitenheimer, Naveed Mazloum, Cosme Loi, Whitney Pylack

**Absent: Chen Shen, Nancy Winder**

**Call to Order:**

**Motion to Accept Last Week's Meeting Minutes: Karen**

**Seconded: Rob**

**CHAIR:**

* NSS Meeting last night
  + $1000 of funding
    - Could move some $ to Illumination to help with their deficit
      * They do have some float to dip into though (they're not in the red yet)
    - Could hold off until we pay for Year End Banquet
    - Wait to see what Nancy says
* Board Meeting
  + Dean's Funding
    - Applied for Grad, Illumination, HVC, and Year End Banquet
    - But lots of other student groups are in debt right now to withdrew some of the funding applications
    - Got $250 of funding
  + Tutorials for finals
    - The SESS has extra funding, so if we can put on 3-4 tutorials for finals, the Branch gets ~$250 additional funding (in addition to the tutors getting paid)
* T-Shirts
  + Tomorrow is the last day to pay, or you don't get your shirt

**SOCIAL:**

* Billinton Cup
  + Next Tuesday
  + Still talking to the Profs about it, only Bolton has responded for sure
* Year End Banquet
  + A/V
    - Lots cheaper to go through the University so will do that
  + Need a presentation
    - Talk to Kayla for pictures
  + Need to come up with awards
    - email Rob any suggestions
* Beer night on the 4th
  + The IEEE Young Professionals might attend
* Keg Suck
  + Printed shirts for the team

**MCNAUGHTON:**

* Going to buy food once more and then let it run out

**ILLUMINATION:**

* Not present

**GRAD BANQUET:**

* Need some greeters at Grad Banquet
  + Karen might volunteer
  + Naveed also

**ACADEMIC:**

* Soldering tutorial Friday morning (the 28th)
  + Need names to them by Wednesday
  + 2nd/3rd year reps, please announce it (also Karen)

**HVC:**

* HVC is on Saturday
* Still need lots of volunteers!!!! (hint hint)
  + Refs and Beer Tent, etc
* Sandbagging happens tomorrow morning
  + Meet at McNaughton at 8:30am to help
* Doing well financially
* Currently have 20 teams
* PLEASE VOLUNTEER!

**PUBLIC RELATIONS:**

* Nothing to report

**FINANCE:**

* Motion to reimburse Jordan $11.64 for discipline pop: Bretton
  + Second: Rob
* Motion to reimburse Rob $38.42 for keg suck shirts: Karen
  + Second: Kyle

**VICE CHAIR:**

* Michael Gareau Memorial Fund
  + First Year Engineering Student who passed away suddenly recently
  + Contacted regarding contributing to the fund
    - Engineering Scholarship or Bursary
  + Would probably be better suited to the SESS
    - Will pass the information along

**GRAD STUDENT REP:**

* Not present

**THIRD YEAR REP:**

* Nothing to report

**SECOND YEAR REP:**

* Nothing to report

**ROBOTICS:**

* Chandler will get the receipt in soon (next week for sure)

**GENERAL:**

* Elections
  + Have to be due Monday March 24 now to meet the constitution
    - Changes will be allowed afterwards though
      * Up to when we print the ballots
* Naveed suggests that the Robotics Director position be merged into the IEEE and merge them with Academic
  + Both SPARC and Robotics would be the same
  + Would need to hold an SGM

Motion to adjourn: Kyle

Second: Rob