***Meeting Minutes: 18 September 2012***

***Present: Crystal, Cinnati, Neil, Lindsay, Chad, David, Bradley, Ian, Malcolm, Mike***

***Regrets: Shea***

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

***Motion to accept – Chad***

***Seconded – Cinnati***

**Crystal(Chair):**

* Centennial
  + Only have 1 table for ECE
  + Sign up for half an hour shifts
  + Sheet up on the door
  + We need projects from people
  + Cinnati will do the poster board
* Student Congress
  + We are pretty well run for our size
  + Other braches get funding from industries
  + IEEEXtreme Competition
    - 30 teams were in it last year
  + If we submit an annual report, we get money from the IEEE
* EE 204
  + We’re selling parts for the class for Lynch
  + We make a little bit of a profit from it
  + $105 for ADM module + $30 parts and tools
  + They can pay cash
    - Find their name on sheet
    - Write down as paid and picked up
    - Copy down the serial number of the ADM
  + If they paid online
    - Find if it shows up on the sheet
    - Otherwise, find Lindsay or Chad to find out
* Pictures
  + Need to take pictures
* Membership drive
  + Friday after the last class for the 2nd years

**Cinnati (Vice Chair):**

* Nothing to report

**Neil (Finance):**

* T-shirt sales
  + Have design ideas
* Will have membership forms handed out at 2nd year presentation

**Chad (McNaughton):**

* Need new locks
* Neil motions to pay up to $50 to buy locks
  + Chad seconded
  + Carried

**David (Public Relations):**

* Email:
  + Looking for Grad Banquet Director, 2nd year rep, 3rd year rep
  + Watch out for NSS BBQ
  + Send draft to Crystal

**Lindsay (Academic):**

* McNaughton Grant
  + Didn’t get the money from IEEE yet

**Bradley (Social):**

* Don’t want to go with JT’s because SESS is with them
* Meg’s takes a long time to answer
* Going to talk to JT’s
* Cinnati will talk to the Hose
* Will email everyone tonight about the result of discussions with JT’s and the Hose
* Need to get cards printed

**Ian (HVC):**

* Nothing to report

**Malcolm (Illumination):**

* Nothing to report

**Mike (Robotics):**

* Who has signing authority for the robotics account
  + Maybe Chandler

**Shea (Graduate Student):**

* Not here

**??? (Graduate Banquet):**

**??? (Second Year Rep):**

***Adjourn:***

***Motion - Cinnati***

***Seconded - Neil***

***Next Meeting: September 25, 2012***