***IEEE Student Branch***

***University of Saskatchewan***

***Meeting Minutes***

***August 18, 2013***

**Present:** Joel Anderson, Kayla Rueve, Callahan Collier, Rob Tremblay, Bretton Hurd, Kyle Sheasby, Marci Detwiller, Jordan Clarke

**Absent:** Keith, Karen Innes, Nancy Winder (late)

**SOCIAL:**

Sponsor Bar

Possibilities: Specklebelly's, The Hose, Maguire's, JT's

Maguire's: there's a possibility we could also team up with Great Western

Events Schedule and Budget

There are budget numbers from past years

No formal schedule yet

With the exception of Kicker and grad banquet, the plan should be to make money on events

Another possibility is to cut a deal w/ hotels; maybe they can give us a deal if we hold all our events there

\*\*\* This also affects Illumination and Grad Banquet, etc.

**MCNAUGHTON:**

Cleaning

Later today or next weekend?

Send out an email to recruit assisstance

The janitors would like to take everything out and wax the floors

but right now haven't been able to get a hold of anyone

Cardboard insert with a can-sized hole, to stop garbage from getting in the recycling

Hang up stuff

Buck, HVC posters

Store

ADMs are no longer our problem; SESS will take over that

Are we still selling the parts for Denard's class? Still in discussion

Talk to Dave Karloff today about parts orders

Theft Curbing

Problems might go away so wait and see?

No more tabs

Run things the same as last year for now but keep track and watch for issues

Don't want to start off too harsh so we will ramp things up as needed

Supplies to Buy

Cork board for the door

Windex

Wreath hangers and Poster hanging stickies

Sticky Tack

McNaughton has a $200 budget for supplies etc.

Book Sale

(to come later in the minutes)

**ILLUMINATION:**

Domain Name: what happened?

Talk to Malcolm

He said the domain was paid up for the year

Positions

Need to be filled

Especially the Hotels Person

Could be the same as another position's Hotels person

ie Grad Banquet???

Theme

Needed?

Could be marketable like sustainability was

\*\*\*\*\*You can return single bottles of wine!!! Don't need to return by case

**GRAD BANQUET:**

Schedule and Budget

Have ideas but yet to be detirmined

Talk to Jordan re: budget, cash box

Talk with Rob re: funding, beer nights?

Sponsors, pub crawls, other things like auction nights or steak nights

Also talk with Karen re: fundraising for Calgary Trip

Talk to pizza people

Last year was JT's but that may change if they aren't our sponsor bar

TJ's, Mr Sicily – will talk to a few

People seemed to really like the dry ribs

Negotiations are under way re: which day to sell

Might be tough to get people to sell b/c everyone has class

Look into organizing a committee?

**ACADEMIC:**

Desperate for ideas

Talk to Cinnati, he had some ideas

Could do something that costs money => budget

PIC projects are good and cheap

**HVC:**

Committee

Callahan will work on website/Facebook

Haven't seen Ian's report yet

Email him tonight and if he doesn't get back will find some other way to get ahold of him

Do have Jordan's report though

Work with CIS again this year?

Need to know by Tuesday

Recomendations from previous organizers are not to partner with them

The two events didn't line up too well, people get busy and our student schedules don't work well with the CIS people

Advantages were funding

They paid for posters, signage etc

The marker came off last year's posters so they can be reused

Go through the many, many HVC files and clean out unneeded ones

**FINANCE:**

Have access to the online accounts

Current balance is consistent with the previous two years so we are starting out okay

USSU ratification is coming up so get that rolling in September

Check due dates for that

Currently working on this year's budget

Likely very similar to last year's

Try not to rely too much on Dean's Funding (rumours of budget cuts)

NSS Funding also needs to be submitted in September

Textbook sale

Will help Bretton

**ROBOTICS**

What is happening?

Haven't been able to get a hold of Mike

**GENERAL**

Check into when the year emails update so we can email this year's second years and not last year's

Bulletin Boards

Check it out!!

Give feedback

Website/Facebook

ditto

Second Year Presentations

Talked to Prof Johanson

He seemed willing to give up some class time

When?

First Monday of school?

Then could have textbook sale, NSS BBQ, Membership drive all in the first two/three weeks

Organize pop/pizza

Third Year Presentation

Due to low attendance from them last year, go talk to them too

Common class

CME: CME 331

Emails

Should be set up by the end of this week

Second, Third year, Grad Student Reps

We need them, start recruiting!

Membership Drive, Textbook Sale, NSS BBQ

Rob motions to start Membership Drive and Textbook Sale on the 9th

Bretton seconds

motion carries

NSS BBQ

Coming up late September, approximately from the 23-25th

Membership Drive

Run out of McNaughton or outside Alpha Lab?

Need people to man the table – work out hours

Textbook Sale

Need more precautions against theft?

Move the textbooks into the cabinet when no one's around

Then they are under lock and key

Try to offer more incentives for membership

Some sort of “go to 4 events, get one free”?

Need to keep a good list of who is and isn't a member

Lockers

Currently have 6

Will try to get another for Grad Banquet

Regular Meetings

Nancy motions for regular meetings to happen on Tuesdays at 5:30

Rob seconds

Motion carries

First Meeting

Wednesday September 4th, at 5:00pm

Nancy motions

Joel seconds

Motion carries

There will be pizza

email Callahan or Kayla with any pizza preferences

Nancy motions to adjourn

Joel seconds

Motion carries