**Attendance:**

|  |  |  |  |
| --- | --- | --- | --- |
| Absent | Present | Position | Member |
|  | X | Chair\* | Matthew Eisler |
|  | X | Vice Chair\* | Megan Leach |
|  | X | Finance Director\* | Derek Halls |
|  | X | Academic Director\* | Ryan Fink |
|  |  | Social Director\* | <not yet filled> |
|  |  | PR Director\* | <not yet filled> |
|  | X | McNaughton Director\* | Kyle Sheasby |
|  | X | Illumination Director\* | Naveed Mazloum |
|  | X | HVC Director\* | Jason MacLean |
|  |  | Grad Banquet Director\* | <not yet filled> |
|  | X | Robotics | Lance Pitka |
|  | X | Grad Student Rep | Keaton Wheeler |
|  |  | 2nd Year Student Rep | <not yet filled> |
|  |  | 3rd Year Student Rep | <not yet filled> |

\* Indicates Officer positions entitled to vote and compose the “Executive Committee”

Executive meetings are only to be attended by Executive members, the Class Representative Committee and any non-Executive individual(s) invited by the Branch Chair for official purposes. (Constitution Article 9 Sec. 2).

Quorum for any Executive meeting is two-thirds of the Executive. No motions can be passed without quorum.

Invited:

 Thomas Truong – (possible grad banquet director)
 Aldo Scribante – (possible second year rep)
 Brydan Sigurdson – (possible second year rep)
 Devon Haubold – (possible PR director)

**Motion to begin meeting: Naveed Mazloum
 Second: Derek Halls**

**Motion to accept last week minutes: Naveed Mazloum
 Second: Derek Halls**

**Executive Items:**

**Chair**

* Special Grant (from the IEEE) – one time grant for new project or to start a new group ($500 - $5,000)
	+ November 15, March 15, & August 15 deadlines
	+ Talk to Matt if you are interested
* Illumination – look in to SPAC
* Year-end report
	+ Must be submitted to NSS – **Megan and Matt**
* **The Hose**
	+ **Matt & Megan to book bar deal**
* NSS BBQ <- too late to book this needs to come up with new date
	+ Need to promo it (talk to profs, email students, present in class)
	+ October 6, 2015 6:30
	+ Need to inform Jon & Cinatti (young professionals)

**Vice Chair – Megan Leach**

* **SGM –** September 29, 2015, Tuesday 6:00pm – 7:00pm
	+ Book room – 1B12 6:00 – 7:00pm
	+ **Order pizza**
	+ **Email promo**
	+ **Present in class**
* **NSS AGM –** November 20th
	+ Matt & Karen Innes – receiving their McNaughton awards
	+ More information to come

**Financial Director – Derek Halls**

* We are ratified
* **Generate preliminary budget**
* Social Money Box
	+ Beer night turned over cash to Derek to deposit into the bank

**Academic Director – Ryan Fink**

* **SPARC**
	+ Only have 5 people come out
	+ Look into do it every other Thursday
* Minty Boost
	+ Looking at doing a set of sessions one week for Monday – Thursdays 6:30-7:30

**Social Director**

**Public Relations Director**

**McNaughton Director**

* McNaughton Center – new policy on the use of this center
	+ There is a key in the locker in the hallway; any person in EE/CME may have the access to the key and use the room whenever they want
	+ New reps and exec will be given a key if they wish ($20 deposit)
* McNaughton fund – deadline November 15, 2015; but we need to have it have it to the Dean a week before that.
	+ New computer; smart board;
* Food Store update
	+ Fridge +$20; Food +$8
	+ New items to be purchased - Pizza pops, pop tarts, chocolate bars, Mr. Noodle cups, Cliff bars, any further items just put on the chalk board
* Parts Store
	+ 108 parts and 63 breadboards
	+ The extra stock we didn’t sell will be purchased from Andrew K, and will become McNaughton’s to sell next year.
	+ Shorted 21 sets of jumper wires; IEEE wires were used so when the back order wires come in they go into the IEEE cabinet.
* Book Sale
	+ Students have until 4:00pm Wednesday to collect their money or it becomes a “donation” to the branch
	+ Book sale has additional money that has not been accounted for in parts sales or textbooks (~$80)
* Upgrades for McNaughton
	+ New cabinet to keep our money and parts secure
		- Staples has slightly smaller cabinets for $300
	+ New bar fridge ($100)
	+ Chairs

**Illumination Director - Naveed**

* **First meeting will be on Monday September 28, 2015**
* Illumination committee is still looking for members; including technical director and corporate relations director

**HVC Director – Jason**

* Spoke with the Saskatoon Ball Hockey Team
* Ryan is working on getting the HVC website back up
	+ Jason will look into getting an NSS member to be in charge of a new server to host the website
* Charity emails going out this next week
* HVC committee is still looking for more members

**Grad Banquet Director**

**Special Committee Items: Lance**

**Robotics -** September 25th, Friday 5:30 in Tau lab

* Computers in Tau do not have Java; Chandler manually put it on 2 computers
* Lance has items to create a budget that he will send to Derek
* First time you learn about micro controllers; second semester you build a sumo bot

**Student Representative Committee Items:**

 **Grad Representative**

 **2nd Year Representative**

* Second year students would like to have a Matlab tutorial for EE 265

 **3rd Year Representative**

**\*\* Team Pictures \*\***

**Motion to end meeting: Derek Halls
 Second: Naveed Mazloum**

**Next meeting: Friday, September 18, 2015 3:30 in McNaughton**