**Attendance:**

|  |  |  |  |
| --- | --- | --- | --- |
| Absent | Present | Position | Member |
|  | X | Chair\* | Megan Leach |
|  | X | Vice Chair\* | Logan Markewich |
|  | X | Finance Director\* | Chris Bonkowski |
|  | X | Academic Director\* | Lizzie Adams |
| X |  | Social Director\* | N/A |
|  | X | PR Director\* | Josh Karpyshyn |
|  | X | McNaughton Director\* | Derek Halls |
|  | X | Illumination Director\* | Rob Tremblay |
|  | X | HVC Director\* | Aldo Scribante |
| X |  | Grad Banquet Director\* | N/A |
|  | X | Robotics | Alex Mcnabb |
|  | X | Grad Student Rep X | Lance Pitka |
|  | X | 2nd Year Student Rep | Jonathan Tu |
| X |  | 3rd Year Student Rep | N/A |

\* 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.

Call meeting to order: Aldo

Accept last week meeting minutes: Lizzie

 Second:Aldo

Executive Items:

**Chair**

* Megan reimbursed for $203.81, aldo motions
* Change emails so forwarding is no more and everyone has access
* 2nd year pizza membership drive, Monday September 19, 3:30pm
* Permanent move to slack, no more two places checking

**Vice Chair**

* + - * IAS/PES possibly needs student rep
			* Provide free ticket to NSS BBQ if you bought a new membership
			* Make sure everyone has passwords for emails
			* Update website(pictures, news, past exec, calendar, meeting minutes)

**Financial Director**

* move money to new account, so we get interest on our funds
* Everyone all in favor = all
* Working on budget for next NSS meeting

**Academic Director**

* Looking into doing project at end of the month, must look into what project to do

**Social Director**

* + - * contract from hose currently, identical to last year
			* Waiting on scuz contract still
			* Will vote on it next meeting
			* Pick dates for NSS bbq and bxxr night next week

**Public Relations Director**

* Trip in Calgary most likely, get that going
* Emails going out Wednesday night. Send Josh messages about stuff

**McNaughton Director**

* Gave finance miscellaneous cash
* Toner is low on printer
* Buy stuff from costco

**Illumination Director**

* + - * Recruitment under way

**HVC Director**

* + - * Charity picked for next week

**Grad Banquet Director**

* + - * MUST SELL PIZZAS
			* Rotating responsibility?
			* Thursdays, josh and alex will help on the 22nd set up, lizzie takes over

**Special Committee Items:**

**Robotics –** TBD

* + - * Alex and lance are getting caught up after meeting
			* Robotics link should do something, email logan to make changes
			* Figure out robotics bank account

**Student Representative Committee Items:**

 **Grad Representative**

* Mystery Event that lance is planning possibly

 **2nd/3rd/4th Year Representative**

* + - * Email announcements

**Motion to end meeting: Chris**

 **Second: Lizzie**

**Next meeting: September 14, 2016**