**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 | Ganesh |

\* 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: Rob

Accept last week meeting minutes: Aldo

Second:Rob

Executive Items:

**Chair**

* Team building exercise is a go, what to do? Escape rooms? Megan looking into it
* Futon fund? Use for pillows
* Pizza sale confirmed, josh setting up pizza sale, 2C02

**Vice Chair**

* + - * Update website(pictures, news, past exec, calendar, meeting minutes)
      * Take pictures
      * Update calendar with pizza sales, Thursdays 11:20, $2.50 a slice, $5 for 2 slice and pop 2C02

**Financial Director**

* move money to new account, so we get interest on our funds
* Ratified now
* Budget Completed
* Rob reimbursed for $143.09 for store items, derek motions, josh seconds
* $163.86 reimbused for 2nd year pizza, aldo motions, josh seconds

**Academic Director**

* SPARC uses some transistor uses stuff, light up LED according to music from phone
* Get parts together
* Contact ryan about parts

**Social Director**

* + - * Going with hose now for sure
      * NSS BBQ first week of October(5th) new members free
      * bxxr night on friday Friday(14th) new members free
      * hunt for social continies

**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
* Some people need extra resistors, keep track in cabinet on sticky note
* Money gave to chris for book sales
* Parts kits are all sold
* $5 tab only for exec for store, voted all for
* Starting list for launchpads, buying on saturday

**Illumination Director**

* + - * All positions filled except for corporate relations
      * First meeting next Tuesday
      * Renew domain from website
      * Sean maw verbally confirmed for speech

**HVC Director**

* + - * Take binders off of table
      * Emails sent out to charities, waiting on responses

**Grad Banquet Director**

* + - * MUST SELL PIZZAS
      * Rotating responsibility?
      * Thursdays, josh and alex will help on the 22nd set up, lizzie takes over
      * Looking into dates for loft
      * Must find person to run this

**Special Committee Items:**

**Robotics –** TBD

* + - * Figure out robotics bank account
      * **September 30th @ 5:30 in Tau lab is first one**

**Student Representative Committee Items:**

**Grad Representative**

* Mystery Event that lance is planning possibly

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

* + - * Email announcements
      * Rep pizza sales
      * Ask about launchpads

**Motion to end meeting:** Rob

**Second:** Aldo

**Next meeting: September 28, 2016**