**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\* | J.S. |
| X |  | PR Director\* | Josh Karpyshyn |
|  | X | McNaughton Director\* | Derek Halls |
|  | X | Illumination Director\* | Rob Tremblay |
|  | X | HVC Director\* | Aldo Scribante |
|  | X | Grad Banquet Director\* | Brendan Nykoluk |
|  | X | Robotics | Alex Mcnabb |
| X |  | Grad Student Rep | Lance Pitka |
|  | X | 2nd Year Student Rep | Jonathan Tu |
| X | X | 3rd Year Student Rep | Ganesh  Arzen |

\* 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: Logan, Rob seconds

Accept last week meeting minutes: Lizzie

Second:Rob

Executive Items:

**Chair**

* Apegs funding due October 9th
* School is putting networking event October 12 at 5:30, RVSP by 7th
* Another fundraising worksop October 16, 10am, rvsp by October 14th

**Vice Chair**

* + - * Print pictures for board in beta
      * Put in new memberships

**Financial Director**

* Pizza money handed over to chris
* Reimbursement for megan for mcnaughton store, $66.50, Logan motions, lizzie seconds
* Reimbursement for rob for pizza and mcnaughton stuff, $379.37, Logan motions, lizzie seconds
* Reimbursement for Brendan for pizza, $110.44, Logan motions, lizzie seconds

**Academic Director**

* Day for SPARC October 25th!!
* Tutorials need to start for, EE265, Possibly third year power
* EiE is interesting, but mostly in favor of pushing back to starting up next year

**Social Director**

* JS is now social
* NSS BBQ tonight at 6pm at the hose
* Mech-Elec Planning starting soon
* Deal/membership cards need to be printed

**Public Relations Director**

* Send josh things for emails BEFORE Wednesday

**McNaughton Director**

* ADM spreadsheet updated and given to Andrew
* Inventory count for next years parts kits
* Separate cashbox for making change
* Return cart to andrew

**Illumination Director**

* Filled corporate relations role
* Date is February 3rd and 4th
* Google drive issues

**HVC Director**

* + - * Emails sent out to charities, waiting on responses

**Grad Banquet Director**

* + - * MUST SELL PIZZA
      * Pizza is making dough ;)
      * Changing up the pizza types

**Special Committee Items:**

**Robotics –** Every second Friday @ 5:30

* + - * Figure out robotics bank account, nothing figured out still, talk to chandler
      * Talked to chandler, signed form, bank said no. Both need to be there to get it

**Student Representative Committee Items:**

**Grad Representative**

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

* + - * Email announcements
      * Rep pizza sales
      * NSS BBQ October 5th BOOKED, food at 6:30, drinks at 6, $15 member, $20 non, free for new
      * Bxxr night October 14th BOOKED, free for new members, $10 for members, $15 for non, 8-10
      * Ask about tutorials
      * Notify launchpads are in

**Motion to end meeting:** Logan

**Second:** Rob

**Next meeting: October 12, 2016**