**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: Aldo, Logan seconds

Accept last week meeting minutes: Lizzie

Second:Rob

Executive Items:

**Chair**

* Giving half of the extra pizza money from orientation event to Engineering Student Group

All in Favor: 12

Against: 0

Abastain: Rob

* SESS AGM tonight 6pm, talks about critical issues like arm bands on jackets, ect

**Vice Chair**

* + - * One membership left, waiting for email response
      * Money handed over to chris from the NSS giving us money for our budget

**Financial Director**

* Look into jacket sales

**Academic Director**

* In talks to get SPARC location/date in time for tomorrows email

**Social Director**

* Room is booked for Big Brothers big Sisters
* JS is now attending MESA meetings for MechElec
* In talks to perhaps not sell tshirts at this years pub crawl

**Public Relations Director**

* Send josh things for emails BEFORE thursday@ 4pm
* Emails now going out on Thursday at 6pm
* **Send announcements to** [pr@ieee.usask.ca](mailto:pr@ieee.usask.ca)
* Ticket sales for trip must be done before finals this semester

**McNaughton Director**

* Inputted names from ADM sales, email to Andrew
* Currently selling parts to the 204 students, they MUST have paid for their ADM before we can sell their parts
* Rob is buying stapler for mcnaughton
* Mcnaughton now has a to buy list on the pin board

**Illumination Director**

* Most of donation calling is done. Mostly just follow up calls now
* Illumination may be under the not for profit umbrella of the IEEE, would make it easier to get funding from certain sources
* $318.70 reimbursed for shopping for mcnaughton, Aldo motions, Brenden seconds

**HVC Director**

* + - * Proposal from received from Childrens Hospital, most likely going with them

**Grad Banquet Director**

* + - * Pizzas are continuing to be sold
      * Hopefully finding the time to make new posters up over the break
      * $234.97 for pizza reimbursed, Aldo motions, Rob seconds
      * Pizza money handed over

Special Committee Items:

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

* + - * Robotics switched from lab computers to people bringing their own laptops
      * Possibly switching to using linux in the labs instead soon

Student Representative Committee Items:

**Grad Representative**

* Planning event to teach grad students on how to present

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

* + - * Read and report relevant email announcements
      * Rep pizza sales

**Motion to end meeting:** Aldo

**Second:** Brenden

**Next meeting: November 2, 2016**