**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\* | VACANT |
|  | 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 | GaneshArzen |

\* 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: Brendan, Josh seconds

Accept last week meeting minutes: Logan

 Second:JS

Executive Items:

**Chair**

* Mondays at 8am will be the regular meeting time
* Chris needs to write a new check, won’t go through
* Reimbursed $1304.74 for vehicle rental on Calgary trip Logan motions, Brendan seconds
* Remember to renew your IEEE memberships, megan will have list for next meeting

**Vice Chair**

* + - * Nothing to report

**Financial Director**

* Clothing sales end soon, get them orders in

**Academic Director**

* Make sure people get paid for the tutorials from last semester

**Social Director**

* Student prof bowling is booked for Friday at 8:30 at hunters bowling
* Meet at mcnaughton at 8 so we can carpool, signup on the door
* Bxxr pong tourney on 27th of January, $20 a group, free entry, at the senior center beside the hose
* Charging $15/person for 1 hour

**Public Relations Director**

* Send josh things for emails BEFORE thursday@ 4pm, email out at 6pm
* **Send announcements to** pr@ieee.usask.ca
* Turn over Calgary money next meeting

**McNaughton Director**

* Rob is buying a coffee pot and some extension cords for mcnaughton
* Must recruit McNaughton director this term, send out notice in emails
* Need to buy microwave cover
* Sign up for book sale!! Book sale starts ASAP, so we need people to sign up
* Book sale is kinda not the best this semester, moving book sale into mcnaughton

**Illumination Director**

* One paragraph email to megan giving a status report
* $164.17 for Calgary trip gas/supplies Brendan motions, JS
* Ticket sales start this week
* $35 for members, $40 for non-members, $25 for just the mixer night

**HVC Director**

* + - * One paragraph email to megan giving a status report
			* March 18th-19th, need some exec volunteers please

**Grad Banquet Director**

* Trying to get ahold of Louie’s still
* Food is sold every day of the week, except Thursdays, but Thursdays don’t work for Brenden
* Logan, Chris, Megan, and sometimes Lizzie can do it
* Reimbursed $120.36 for pizza sales, JS motions, logan seconds
* Banquet currently planned for 24th or 25th of march
* Entertainment ideas are dueling pianos, comedian piano player, comedy improv group, vanqtrilliquest, a dj guy who does charactiectures
* Seems like dj man is the favorite

 Special Committee Items:

**Robotics**(Invited by Chair) **–** Every Wednesday @ 2:30pm

* + - * Wanting to change meeting times to Wednesdays at 2:30pm

Student Representative Committee Items:

 **Grad Representative**

* Absent

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

* + - * Read and report relevant email announcements

**Motion to end meeting:** Aldo

 **Second:** Robert

**Next meeting: January 16, 2017**