**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: Rob, Aldo seconds

Accept last week meeting minutes: Aldo

 Second:Logan

Executive Items:

**Chair**

* Rob still needs to renew his membership
* $16.05 reimbursed for buying mcnaughton supplies, Logan motions, JS seconds
* $600 reimbursed for paying for clothing sales, Rob motions, aldo seconds

**Vice Chair**

* + - * Calendar outside needs to be updated

**Financial Director**

* ***Josh needs to get Calgary trip sorted out***
* Brenden handed over pizza money
* $60 for paying for digital logo, Aldo motions, Rob seconds

**Academic Director**

* Not Present

**Social Director**

* Billington cup went well, but profs won
* JS needs to try to find a record of paying for the pool though

**Public Relations Director**

* **Send announcements to** pr@ieee.usask.ca
* ***Turn over Calgary money and expenses next meeting!!!***

**McNaughton Director**

* Need some more cups for coffee
* Some food supplies are needed!
* $214.78 for McNaughton supplies to Rob, JS motions, Brendan seconds

**Illumination Director**

* Bill is getting created

**HVC Director**

* + - * March 18th-19th, need some exec volunteers please
			* Things are on the go

**Grad Banquet Director**

* Reimbursed $146.82 for pizza sales, Aldo motions, Lizzie seconds
* Banquet currently planned for 25th of march at the besborough
* Characteristic might be too expensive now

SEEF Representative(invited by Chair):

* SEEF is the Saskatoon engineering endowment fund
* Trying to give more funding to student groups
* Only takes interest off, but principle never goes down

 Special Committee Items:

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

* + - * Absent

Student Representative Committee Items:

 **Grad Representative**

* Absent

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

* + - * Read and report relevant email announcements

**Motion to end meeting:** Logan

 **Second:** Chris

**Next meeting: February 27, 2017**