**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 | 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 motions, logan seconds

Accept last week meeting minutes: Aldo

Second:Logan

Executive Items:

**Chair**

* Advertising for AGM and elections needs to start
* AGM elections are on the 23rd
* Nominations close out on Thursday

**Vice Chair**

* + - * Website rebuild is going to be a summer project
      * IEEE student branch reporting needs to happen this year for sure

**Financial Director**

* Brenden handed over pizza money
* NSS budget for the term needed
* Clean up the square, lots of items on it that we don’t know what they are anymore
* Megan handed over deans funding for Calgary trip and illumination

**Academic Director**

* Absent

**Social Director**

* Last beer night/turnover supper/year end banquet happening on march 31st
* $15 for supper, $10 for beer night, $20 for both, COMBO DEAL BREAKER

**Public Relations Director**

* **Send announcements to** [pr@ieee.usask.ca](mailto:pr@ieee.usask.ca)
* Reimbursements went out, yay

**McNaughton Director**

* Nothing to note

**Illumination Director**

* Illumination budget to be presented **NEXT WEEK**

**HVC Director**

* + - * March 18th-19th, need some exec volunteers please
      * Pushing for teams to signup
      * Email going out to volunteers today
      * Logistics are all good, but we need more teams, please push

**Grad Banquet Director**

* Reimbursed $262.75 for pizza sales, Logan Motions, Rob seconds
* Everything is coming together for grad banquet, everything in order
* Tickets need to be pushed to fourth years

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:** Aldo

**Second:** Rob

**Next meeting: March 20, 2017**