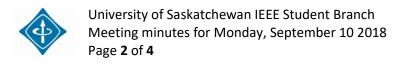
ATTENDANCE

ABSENT	PRESENT	POSITION	MEMBER
	Х	Chair*	Aldo Scribante
	X	Vice Chair*	Dan Bedard
	X	Finance Director*	Alice Zhang
	X	Academic Director*	Arzen Magadia
	X	Social Director*	Dhrupal Patel
X		Public Relations Director*	N/A
	X	McNaughton Director*	Stefan Heincke
	X	Illumination Director*	Maisha Nasim
	X	Community Outreach Director*	Avery Harder
	X	Grad. Banquet Director*	Courtney Offet
X		Robotics Coordinator	Alex McNabb
	Χ	Grad. Student Rep.	Lizzie Adams
X		Second Year Rep.	N/A
X		Third Year Rep.	Bryden Sigurdson

 $[\]mbox{*}$ 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, Section 2).

Quorum for any Executive meeting is two-thirds of the Executive. No motions can be passed without quorum. With quorum, all motions may be passed by simple majority vote (Constitution Article 9, Section 4).



OPENING

1. Call meeting to order

Motion: Aldo Second: Dan

2. Accept meeting minutes from last meeting

Motion: Arzen Second: Stefan

EXECUTIVE ITEMS

Chair

- North Saskatchewan Thursday meeting conflict Lizzie will attend.
- IEEE Byelection Lizzie booked a meeting room, Courtney will book pizza.
- Promote Discord to student body all IEEE executives are registered.

Vice Chair

- Lockers Courtney has taken care of this with SESS.
- Memberships Dan to enter the memberships. Keep selling IEEE memberships.
 - Google Form on tablet
 - Free half-pad of paper, locker, eventually a membership card
- Email and Drive access
 - Taken care of by Lizzie.

Financial Director

- Signing authority Alice added to signing authority
- Reimbursement to SESS for \$30

Motion: Courtney Second: Avery

Academic Director

Access to google files

Social Director

Contact Anton at Hose, double check contract for member discounts from last year.
Leave voicemail.

Public Relations Director

- Lizzie will send out an email
 - Discord
 - Pizza sales on Thursday at 11:30 AM
 - Byelection
 - Illumination and year-rep positions
 - Avery's stuff
 - Advertise robotics

McNaughton Director

- ADM rentals are ongoing
- Floats for store and pizza sales.
- Book sales ongoing similar to last year.
- Potential new food items for sale in store.

Illumination Director

• Nothing to report.

Community Outreach Director

• Waiting for email

Graduation Banquet Director

- Pizza sales will go with Panago Pizza, good relationship. 40% off.
- Will place orders on Tuesdays.

SPECIAL COMMITTEE ITEMS

Robotics Coordinator

Not present



University of Saskatchewan IEEE Student Branch Meeting minutes for Monday, September 10 2018 Page **4** of **4**

• Spoke to max welsh member of robotics. Alex is still robotics coordinator, max has agreed to step in as liason.

STUDENT REPRESENTATIVE COMMITTEE ITEMS

Graduate Student Representative

Present

Second Year Representative

Not present

Third Year Representative

Not present

CLOSING

1. Call meeting to close

Motion: Aldo Second: Avery

2. Next meeting scheduled for

Monday, September 17, 2018