

ATTENDANCE

ABSENT	PRESENT	POSITION	MEMBER
	X	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
	X	Grad. Student Rep.	Lizzie Adams
X		Second Year Rep.	N/A
X		Fourth Year Rep.	Bryden Sigurdson

* 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: Stefan
Second: Drupal
2. **Accept meeting minutes from last meeting**
Motion: Arzen
Second: Courtney

EXECUTIVE ITEMS

Chair

- Student conference in Toronto this weekend - \$2/member refund for IEEE memberships possible.
- Vtools for event planning – for illumination and beer nights. IEEE can keep track of attendance for possible future funding. Update card information.
- Engenuics – put posters up in engineering building.
- Promote Discord to student body.
- Byelection next Monday at 5pm (1C70) – Courtney to book pizza. Applications close Friday.

Vice Chair

- IEEE memberships
- Updated calendar.
- Put up photo wall of executives in IEEE office.
- \$3.00 reimbursement for printing photos
Motion: Maisha
Second: Avery
- Update calendar with robotics and beer nights.

Financial Director

- Gained access to google drive. Created folder for current year.
- Signing authority for cheques.
- September 11 2018 - \$325 float, deposited \$942.50
- \$143.82 pizza sales profit
- \$170.22 pizza cost from last Thursday Reimbursement - Arzen
- \$15 SESS Reimbursement - Courtney



- Motion Avery
- Second Dan

Academic Director

- Second year representative – will go to second year class to recruit.
- High school presentation.

Social Director

- Spoke to Anton about contract – got a new contract with a few changes: Highballs and Beers are up \$0.25. Same Keg offer. Buses up to \$175 for pub crawls.
- Beer night moved to next Friday to accommodate SESS Beer Olympics.
- Anton wants a rough fixed idea of when beer nights will be held. Third week of the month.
- Two meetings from now will be at Hose and Hydrant.
- Need poster in IEEE office for deals at Hose and Hydrant

Public Relations Director

- Lizzie will send out an email again.
- Include bullet points of email in discord.

McNaughton Director

- Deposited cash.
- Almost out of AMDs at IEEE office.
- Out of wiring kits – no timeline on arrival.
- \$100 for 2 – Sedra Smith Textbooks for lounge
 - Motion Arzen
 - Second Courtney

Illumination Director

- Held first meeting.
- Check dates with Avery for conflict of schedule.
- Drupal has family at Saskatoon Inn, will looking to that. Conference room and close to airport.
- Aldo share contact with Mark, in attempt to package deal.
- February 8th and 9th or March 1st and 2nd proposed – February is best.



Community Outreach Director

- Waiting for email from IT Services
- Aldo did hear back from IT – will relay information to Avery

Graduation Banquet Director

- Aldo picking up pizza.
- Lizzie/Arzen/Aldo helping with sales.
- Stefan to restock pop supply.
- Putting together grad committee – include in Lizzies email.
- Cocurricular information from Noreen – Aldo will investigate.
- Order pizzas on Thursday or Friday for the byelection.

SPECIAL COMMITTEE ITEMS

Robotics Coordinator

- Need recruitment effort. Talk to Alex or Max.
- Advertise to second years.

STUDENT REPRESENTATIVE COMMITTEE ITEMS

Graduate Student Representative

- Go to second year classes to advertise IEEE
- Robotics recruitment
- Pitched free coffee idea for future.

Second Year Representative

- Not present

Third Year Representative

- Not present

CLOSING

1. **Call meeting to close**
Motion: Aldo



Second: Drupal

- 2. Next meeting scheduled for**
Monday, September 24, 2018