

ATTENDANCE

ABSENT	PRESENT	POSITION	MEMBER
		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*	Trey Vives
	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.	Jessi Lipoth
X		Third Year Rep.	Jordan Richter
	X	Fourth Year Rep.	Brydan 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: Aldo
Second: Dan
2. **Accept meeting minutes from last meeting**
Motion: Dan
Second: Stefan

EXECUTIVE ITEMS

Chair

- Big Brother's and Big Sister's email want to know when/if event is going to happen. Will forward email to Dhrupal.
- MESA doing industry tour, and wondering if they would like to have some electricals go. Will double check who and when, and bring it up at the next meeting.

Vice Chair

- NSS meeting tomorrow with Lizzie.
 - Get reimbursed for the BBQ tickets and beer night tickets.
 - May need to present budget
- Going to be posting meeting minutes to IEEE website.
- Few new members to sign up.

Financial Director

- Pizza Reimbursement for Lizzie \$150.02
 - Motion: Arzen
 - Second: Avery
- Reimbursement for Stefan \$367.65
 - Motion: Arzen
 - Second: Dhrupal

Academic Director

- Midterm tutorial for EE221 and EE221 final but not EE265.



Social Director

- Mentor graphics open house October 19, same night as beer night.

Public Relations Director

- Sent out weekly PR email today.
- Will advertise beer night. Ticket prices are \$15/\$20 after Tuesday, \$10/\$15 Tuesday and before for members/non-members respectively.

McNaughton Director

- Restocked McNaughton store.
- Will purchase new printer, \$137.98. Ink is about \$90. Scan, double sided, etc.
 - Motion: Courtney
 - Second: Dan
- Charging cable for the tablet is missing – purchase cables and secure the in McNaughton. About \$80.
 - Motion: Arzen
 - Second: Dhruval

Illumination Director

- Not Present

Community Outreach Director

- Going to the bank tomorrow to get signing privileges.

Graduation Banquet Director

- Ordered Pizza for Thursday Pizza Sale.
- Consider venues.

SPECIAL COMMITTEE ITEMS

Robotics Coordinator

- Need recruitment effort – advertise!
- Not Present



STUDENT REPRESENTATIVE COMMITTEE ITEMS

Graduate Student Representative

- Pizza sales
- NSS meeting with Dan tomorrow.

Second Year Representative

- Not present

Third Year Representative

- Not Present

Fourth Year Representative

- Not Present

CLOSING

1. **Call meeting to close**
Motion: Aldo
Second: Stefan
2. **Next meeting scheduled for**
Monday, October 15th, 2018