

# ATTENDANCE

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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*	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

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1. **Call meeting to order**  
Motion: Dhruval  
Second: Courtney
2. **Accept meeting minutes from last meeting**  
Motion: Courtney  
Second: Dan

## EXECUTIVE ITEMS

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### Chair

- Room booked for Mentor Graphics Meet and Greet – RM.1C70.
- Keep advertising Mentor Graphics.
- NSS Meeting this Thursday.

### Vice Chair

- Updating McNaughton Centre calendar.
- Sent email to request access to Web Content Management System for updating IEEE Usask Student Branch website.

### Financial Director

- Additional pizza sold well.
- Clothing sale options reduced.
- Pizza Reimbursement for Stefan \$192.56
  - Motion: Courtney
  - Second: Avery
- Costco Reimbursement for Stefan \$420.25
  - Motion: Courtney
  - Second: Dan

### Academic Director

- EE221 tutorial went well.
- Second years want tutorial for EE221 and EE265 final exams.



## Social Director

- Big Sister's/Big Brother's Event 30 kids November 25<sup>th</sup> at noon.
- Beer Night and Courtney's Paint Night scheduled for November 23<sup>rd</sup>
- Professor bowling or pool event tentatively schedule for next semester sometime.

## Public Relations Director

- Not Present.

## McNaughton Director

- Restocked snacks in McNaughton Centre.
- Grad pop restocked.
- Keeping McNaughton tidy.

## Illumination Director

- Applied for SAF funding.
- Received \$1000 in USSU funding.
- Booked another speaker.

## Community Outreach Director

- In contact with potential venues for Archery Dodgeball tournament.
- No meeting this Friday.

## Graduation Banquet Director

- Ordered Pizza for Thursday Pizza Sale.
- Paint Night is going to be on November 23<sup>rd</sup>. Price is \$45 per person.
- Graduation Banquet planned for March 16<sup>th</sup> 5:30-10:00
- Need entertainment.

## **SPECIAL COMMITTEE ITEMS**

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### Robotics Coordinator

- Not Present.



## STUDENT REPRESENTATIVE COMMITTEE ITEMS

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### Graduate Student Representative

- Not Present.

### Second Year Representative

- Not present

### Third Year Representative

- Not Present.

### Fourth Year Representative

- Not Present.

## CLOSING

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1. **Call meeting to close**

Motion: Aldo

Second: Dan

2. **Next meeting scheduled for**

Monday, November 5<sup>th</sup>, 2018