

# 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: Stefen  
Second: Courtney
2. **Accept meeting minutes from last meeting**  
Motion: Courteny  
Second: Arzen

## EXECUTIVE ITEMS

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### Chair

- Not Present.

### Vice Chair

- Next week meeting cancelled to accommodate break week.
- Updated McNaughton Centre calendar. Post in discord to have additions to calendar.
- Gained access to web content management website – will be posting meeting minutes to the IEEE website.

### Financial Director

- Attended NSS meeting – reported updates for Lizzie.
  - Looking into IEEE Extreme Competition for next year.
  - NSS AGM, date TBD – Student Branch to advertise. Cheap for students and includes dinner.
  - McNaughton grant – November 15<sup>th</sup> Deadline – Talk to Prof. Johannson.
  - Robotics Clubs and ISF funding – Prof. Lynch has details.
  - November 8<sup>th</sup> Young professional mixer @ Colabs – promote & advertise.
  - November 16<sup>th</sup> Energy Usage Greenhouse Gas Emission in 1B12 @ 2:00pm.
  - Next NSS meeting scheduled for December 6<sup>th</sup> 2018.
- Pizza Reimbursement for Lizzie \$197.80
  - Motion: Arzen
  - Second: Courtney

### Academic Director

- Picked up cheque from SESS for the EE221 tutorial.
- Prof. Kostiuk stopped by McNaughton to advise of donation of 20+ DE2 boards.



## Social Director

- Reps to advertise Beer Night/Grad Paint Night which is schedule for November 23<sup>rd</sup>.
- Needs to book a room for Big brother sister. (Sunday, November 25<sup>th</sup>). Execs encouraged to attend.

## Public Relations Director

- Contact through discord to have things including in IEEE email.
- Calgary trip tentatively planned for the first weekend back in second semester.

## McNaughton Director

- McNaughton grant requires letters of support for McNaughton funding. Application due November 15<sup>th</sup>. Prof. Johannson for details.
- Will be restocking McNaughton.

## Illumination Director

- Received SED \$500 funding.
- Illumination will be held at Saskatoon Inn.
- Deposited money to bank.

## Community Outreach Director

- Will be enquiring about Archery equipment this Thursday. Get quotes for buying vs renting gear.
- Drafted logo for event.

## Graduation Banquet Director

- Need at least 20 paint night tickets sold by Friday. Not limited to students.
- Advertise!

## **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

- Nothing to report.

### Fourth Year Representative

- Nothing to report.

## CLOSING

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1. **Call meeting to close**  
Motion: Stefen  
Second: Trey
2. **Next meeting scheduled for**  
Monday, November 19<sup>th</sup>, 2018