

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* | 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: Dan
Second: Dhruval
2. **Accept meeting minutes from last meeting**
Motion: Stefan
Second: Trey

EXECUTIVE ITEMS

Chair

- Alice attended NSS AGM.
- Asked if IEEE would sponsor Spectrum. Direct them to NSS.
- Mentor has 23 vacancies – encourage applicants.

Vice Chair

- Final exams on the calendars.

Financial Director

- Clothing sale – add hats
- Pizza Reimbursement for Stefan \$229.28
 - Motion: Dan
 - Second: Courtney
- Big Brother and Big Sister Reimbursement for Dhruval \$681.38
 - Motion: Trey
 - Second: Courtney

Academic Director

- Speak to Prof. Johanson.

Social Director

- Next beer night will be schedule for January sometime.
- Big Brothers, and Big Sister event was successful.
- Beer Night was successful.



Public Relations Director

- Let Trey know if you have email additions.
- Calgary Trip organizing. Organize accommodations, and transportation.

McNaughton Director

- Restocked McNaughton.

Illumination Director

- Not present.

Community Outreach Director

- Archery event is a bust. Moving forward with Mario Kart/Smash Bro tournament instead.
- Pros and Cons of having event on campus vs off campus.
- Looking into venues for game tournament.

Graduation Banquet Director

- Paint Night was amazing! Made \$255.
- Paid for deposit for the Bez.
- Organizing catering and entertainment.

SPECIAL COMMITTEE ITEMS

Robotics Coordinator

- Not Present.

STUDENT REPRESENTATIVE COMMITTEE ITEMS

Graduate Student Representative

- Not present.

Second Year Representative

- Not present



Third Year Representative

- Nothing to report.

Fourth Year Representative

- Nothing to report.

CLOSING

1. **Call meeting to close**

Motion: Dan

Second: Trey

2. **Next meeting scheduled for**

Monday, December 3rd, 2018