

# Meeting Minutes

IEEE Executive Committee

Sept 10, 2020



## 1. CALL MEETING TO ORDER

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Motion: Riley  
Second: Jonathan

## 2. CALL FOR QUORUM

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ABSENT	PRESENT	POSITION	MEMBER	SIGNATURES
	x	Chair*	Alexandria Shields (Lexie)	
	x	Vice Chair*	Jonathan Tu	
	x	Finance Director*	Rafeh Khan	
	x	Academic Director*	Devin Ramaswami	
		Social Director*	N/A	
	x	Public Relations Director*	Austin Grismer	
x		McNaughton Director*	Braeden Leisler	
		Illumination Director*	N/A	
		Community Outreach Director*	N/A	
	x	Grad. Banquet Director*	Riley Stevenson	
		Robotics Coordinator	N/A	
		Grad. Student Rep.	N/A	
		Second Year Rep.	N/A	
		Third Year Rep.	N/A	
		Fourth Year Rep.	N/A	

\* 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).

## 3. Accept meeting minutes from last meeting

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Motion: Devin  
Result: Pass  
Against: 0  
Abstain: 0  
For: 5



## 4. NEW BUSINESS

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### 4.1. Executive Items

#### Chair

- NSS meeting (Sept 3)
  - Will have an AGM on Nov 13<sup>th</sup> (In person)
    - \$15 plates (\$40 meal value)
  - IEEE now has an app
  - McNaughton Grant will be opening soon
  - Volunteer opportunity
    - Teaching kids to code
  - IEEE Day (October 6<sup>th</sup>?)
    - NSS wants us to do something for IEEE day
- Faculty Meeting
  - College of Engineering has a Facebook page
    - If we tag them in posts, they will repost
- Friday Night Gaming event (Sept 18<sup>th</sup>)
  - Cleaning up the Discord for more gaming channels
  - Practice Tuesday night (Sept 15<sup>th</sup>) 7pm

Motion to buy a Jack Box game for the IEEE steam account

Motion: Austin

Result: Pass

Against: 0

Abstain: 0

For: 5

- Discord
  - Adding more channels to engage community
- Minecraft Server
  - Possibly opening a Minecraft server

#### Vice Chair

- Will upload pictures to IEEE website when the “about us” email goes out
- Need a way to encourage students to get an IEEE membership



## Financial Director

- Dayne has \$319.48 (will be transferred to main account)

Motion to close the Community Outreach account

Motion: Rafeh

Result: Pass

Against: 0

Abstain: 0

For: 5

- Total amount in the main IEEE account \$31,205.38
- About \$154 CAD to host a Minecraft server for 3 months

## Academic Director

- USESF Funding application is being filled out
- Looking for tutors

## Social Director

- Not Present

## Public Relations Director

- Nothing to Report

## McNaughton Director

- Not Present

## Illumination Director

- Not Present

## Community Outreach Director

- Not Present

## Graduation Banquet Director

- Finished the APEGS sponsorship funding for the grad banquet
- Have a few people interested in being in the grad committee
  - Grad budget will be clearer when the committee is made up
- Trying to figure out the best possible way to do the grad banquet for this year



- Applying for USESF funding

## **SPECIAL COMMITTEE ITEMS**

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### Robotics Coordinator

- Not Present.

## **STUDENT REPRESENTATIVE COMMITTEE ITEMS**

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### Graduate Student Representative

- Nothing to Report.

### Second Year Representative

- Nothing to Report.

### Third Year Representative

- Nothing to Report.

### Fourth Year Representative

- Nothing to Report.

## **5. DISCUSSION**

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## **CLOSING**

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### 1. **Call meeting to close**

Motion: Jonathan

Result: Pass

Against:0

Abstain: 0

For: 5

### 2. **Next meeting scheduled for**

Thursday Sept 17, 2020