Date of Meeting: Tuesday March 24th, 2015
Location: Abdul Ladha meeting room

ATTENDANCE
President – Carmen Wong
VP External – Mohammed Shaaban
VP Internal – Nick Hsieh
VP Academic – Madeline St. Onge
VP Administration – Carmen Leung
VP Finance – Jesse Grist
VP Communications – Jason Yen

REGRETS
VP Student Life – Nina Zhang

CALL TO ORDER: 11:40am

1) Round Table

2) Exec Updates

Nick
-FYC Game night happened
-Care packages will be handed out during exam season
-Councilor appreciation will be on Thursday April 2nd

Shaaban
-handling various sponsorships

Carmen W.
-Science Career Information Fair: Great turnout, positive feedback from attendees and companies
-Have been helping out with Science Grad
-Science Adjudication Committee will go over applications next week

Jesse
-Finance Committee had last meeting
-Sent out spending summaries to all respecting people
-Contracts need to be signed
-Hoping that Ad-hoc building committee can be set up before term ends
-Endowment Funds: debating if we should put $30000 in to get $750 back
Discussion
Maddy: Serena’s year, double charge on mortgage- spent more than expected. See merit in Endowment, Future exec teams can evaluate what can be upgraded
Carmen W.: the only thing that I can see the big sum of money being spent on is Abdul Ladha
Jesse: The building is owned by UBC, does not belong to SUS
Maddy: We should not just accumulate money in Endowment, but put the money out to create a sustainable event yearly

Maddy
-Academic Committee has budget left: only spent money on Happy Beef and Mental Wellness; thinking of connecting with students by initiating an event or giving coffee out at Ladha

Discussion
Shaaban: The event can also be set up in SUB or in front of Science Advising Centre
Nick: Be sure to focus on marketing
Maddy: Can make it a Ladha open house

Jason
-Sales team got 30 orders recently and will be setting up booths to sale more
-Working on transition report
-Working on job description for first week co-chair, digital signage, webmaster

Carmen L.
-Councilor transition report will be sent out either today or tomorrow
-Mental Health Awareness Club emailed me about being a SUS club: will look into the structure composition of club

3) Science Grad (Nick)
-debating on cancellation last week, however, it had a great turnout after promoting
-absolute minimum number of attendee to meet is 130
-deficit has been covered by Nick’s portfolio and Nina’s Social Committee: photo booth is removed and replaced by SUS media

Discussion
Shaaban: A consideration can be giving out grants to clubs to have their own grads
Carmen W.: What would the logistics of event be now?
Nick: There will be acrobats, casino tables, photobooths, dance floors. Volunteers will be helping out with setting up, coat check, and casino tables
Maddy: Take into consideration long term effects as well
Nick: Every table will most likely get a limo
Carmen W.: Step through the logistics with the committee, put yourself in attendee’s point of view
Maddy: Follow up and professional communication is key

3) Block Party Tickets (Carmen W.)
-SUS will be selling 20 tickets

4) Year-End Appreciation (Nick)
-Thursday April 2nd, 6-9pm
-2 types of food can be chosen for dinner
-certificate will be given out
Execs: send out invitation to committee members and email Nick with names by Friday

5) AGM
-Exec presentation during last council meeting on April 9th, 2015 of what was accomplished during the elected term

Meeting adjourned at 1:04pm

Carmen Leung
VP Administration