SUS First Week Committee Meeting
August 24, 2017 | 5-6pm | Abdul Ladha Rm 104

Attendance

Present:
• Regina
• Grace
• Angel
• Gloria
• Joon
• Clara

Regrets:
• Miguel
• Kipling
• Simran
• Termeh

1) HR
   a) T-shirts are done, just need to pay
   b) Sent out emails to volunteers (37) about training
   c) Confirmation for ladha for Aug 31 2-4pm
   d) Need more people to help out on Wed

2) Events
   a) Know where everything goes
   b) Payments processing for Popcorn Guy
   c) Houle done
   d) Shopping: everything not food by Saturday in the spreadsheet
      i) Put quantities
   e) List of prizes for each day
   f) Tickets for Carnivals
      i) 2 tickets = David’s Tea
      ii) 6 tickets = big prize
   g) Costco: premade food
      i) Gourmet food
      ii) Waffles
      iii) Veggie plates
   h) Houle set up @ 10 → Gloria

3) Sponsorship
   a) IGA: 60lbs of peach and apples → distribute during Imagine Day Angel Pick up @ 9
b) Grounds for Coffee: Kip pick up @ 9

c) Panago: Kip/Angel pick up at 1:30

4) Action Items
   a) Event: Everything you need to know doc done ASAP (definitely by Sunday)
      i) Send signs & murals to HR
         (1) Buy paper
      ii) Brainstorm costco food
   b) HR: slot people in by the weekend
   c) Termeh: Floor Map
   d) Angel: bring drinks
      i) Pick up fruits from IGA on Sept 4
      ii) Kernels: Weekend
      iii) Cobs: Thursday
   e) Joon: Buy stuff not relating for food
   f) Kip: Grounds for Coffee: Kip pick up @ 9
      i) Panago pick up at Fri 1:30
   g) EVERYONE send pic for handbook

5) Prizes for Each Day
   a) Carnival Day
      i) Big Prizes
         (a) EXIT Passes
         (b) $10 dollar gift cards (Mcdonalds, Starbs, UBC Food Services)
         (c) Tobiko Sushi coupon
         (d) 2 Oxygen Yoga memberships
      ii) Smaller Prizes (for cashing in the tickets)
         (i) David’s Tea Coupons & Totebags & Stickers (5 tickets)
         (ii) Discuss the amount of tickets for each merch product
             1. If you have 20 tickets, you have a chance to enter for the big prize
   b) Food Fest Day
      i) Kernels discount coupons
      ii) Menchies 20% off coupons
      iii) Prize for Chubby Bunny
          (1) Top 3: 2 Whitespot Gift Certificates, 1 Cheesecake etc gift card
   c) Alcohol day
      i) First 25 people get a hat
         (1) Warner Bros Thing
             (a) Advanced screening for IT

6) La Taq
   a) Submitted a catering request
b) 3 dollars a Taco

c) Alternative if no catering
   i) Costco foods
   ii) Where the meats are, there are lots of pre-made foods like alfredo chicken pasta
       (1) These may take quite a bit of time to cook so maybe look at alternates like frozen foods
   iii) Ask how many dollars worth of Costco food if no catering
   iv) Costco frozen foods?
       (1) Sweet Obsession cakes/pastries

7) Background music
   a) Do we have speakers
   b) Who will make the playlist