

# Guelph Engineering Society Meeting Minutes

Week 1, September 10<sup>th</sup>, 2018

Position	Name	Present (Y/N)	Position	Name	Present (Y/N)
<b>President</b>	Stephanie Walton	Y	<b>Athletics Officer</b>	Thomas Coulson	Y
<b>Faculty</b>	Matt Demers	N	<b>Charity Officer(s)</b>		
<b>Chair</b>	Sarah Rozon	N	<b>Arts Officer(s)</b>	Vanessa Cristini	Y
<b>VP External</b>	Pier-Luc Nadeau-Labadie	Y	<b>O'Snap Officer</b>	Dominique Mastronardi	Y
<b>VP Internal</b>	Stephanie Kotiadis	Y	<b>Merchandise Officer</b>	Trevor Smith Josh Sieger	Y Y
<b>VP Finance</b>	Scott Ackerl	Y	<b>Office Manager</b>	Rachel Bertens	Y
<b>VP Social(s)</b>	Talha Tariq	Y	<b>First Year Representatives</b>		
<b>VP Academic</b>	Kaitlyn Richard	Y	<b>Second Year Representatives</b>	Fabio Sedki Hugh D'Addario	Y Y
<b>VP Student Life</b>	Amanda Nason	Y	<b>Third Year Representatives</b>	Aaron Black Noah Montag Brie Nelson Sophia Vlahos Hugh McDonald	Y Y Y Y Y
<b>Professional Development</b>	Catherine Dang	Y	<b>Fourth Year Representatives</b>	Fares Issa Maggie Jasek	Y Y
<b>Communications Officer</b>	Hugh Peters	Y	<b>Secretary</b>		



# Guelph Engineering Society Meeting Minutes

## Agenda Details

### 1) Stephanie Walton (President)

#### 1.1 Welcome to EngSoc

#### 1.2 Introductions

#### 1.3 Alum Events

- Alumni affairs would like to do a welcome back event for 3<sup>rd</sup> years – would like to meet with third years
- 3<sup>rd</sup> year reps: meet with Steph W to organize an event targeted to third years

#### 1.4 CFES Blood Drive

- Canada wide blood drive – every engineering school across Canada from August 1<sup>st</sup> to April 1<sup>st</sup>
- Can have sponsors – Steph is looking into
- Have “official” drives with cabs taking students as well as allowing students to go to donate individually and have it count towards Guelph Engg

#### 1.5 Leadership Tree

- See policy manual

### 2) Andrew Gunter (Guest Chairman)

#### 2.1 Robert's Rules of Order

- 4 gestures:
  - Making a point: 1 finger to indicate you want to speak
  - Response on current discussion: 2 fingers
  - Relevant to general topic but not specific topic: one finger
  - Cut off discussion/ move on: rotating single finger
  - Call to action/action item: pinky finger
  - Point of clarification: pinky finger – can ask or clarify (must be seeking information)
- Keep your hand up or it will be assumed that it is a new point

#### 2.2 Voting

- Have a piece of paper with position title on it – raise paper with name
- When people don't read the meeting minutes, abstain from approval of the minutes
- Don't vote on something you know nothing about!

### 3) Kaitlyn Richard (VP Academic)

#### 3.1 Peer Helpers

- Meeting with peer helpers, cluster leaders which proposed an internal calendar system for wellness, peer helpers and EngSoc for collaboration and clarification of dates, who would be responsible for calendar – Hugh will be responsible for sending out a link and year reps will be responsible for filling in the calendar
  - Maggie: each group has their own calendar (engg clusters)
- Send calendars received from different groups to Communications

# Guelph Engineering Society Meeting Minutes

## 4) Pier-Luc Nadeau-Labadie (VP External)

### 4.1 OEC 2019

- Guelph hopefully bidding on 2019 OEC, looking for interested persons to chair/volunteer
- Talha: Great opportunity, but need to have younger students who will take ownership for conference – Pierre has done this
- First and Second year reps: ask students in your years about interest in volunteering

### 4.2 Patches

- Need more patches/cool swag
- Everyone: design cool patches to get the ball rolling for patch concepts
- Create a “patch culture” which could lead into running a patch competition in the future
- Generic vs event specific – both (EngPub, Corn Roast, etc.)

### 4.3 Increasing Student Fees for EngSoc

- Low on funding compared to other schools
- Steph W/Scott: need to run a referendum in 2 weeks to increase from \$11.92

### 4.4 Corn Roast Equivalent during Winter Semester

- Proposed idea: Sugar Shack with beers – maple syrup and good food
- Fabio: put more focus on other events such as EngPub instead of adding new events
- Hugh: was EngPub discontinued? – No that would need to be done at AGM
- Talha: budget, time considerations need to be made but will be looked into
- EngPub needs to be promoted more to upper years – top event in terms of attendance for first years outside of frosh events
- Commerce vs Engg hockey game is happening again this year

## 5) Amanda Nason (VP Student Experience Affairs)

### 5.1 Club Budget Updates

- Club budgets email going out tonight and need to be approved by the third EngSoc meeting
- Each club needs to be voted on individually to exclude bias with members being on clubs
- Steph W: Made a committee that reviews budget and club’s constitution to ensure clubs are following their constitution. Clubs need to follow the format that was outlined for them
- Jason Tyska can be included in the committee as he is heading up clubs

## 6) Scott Ackerl (VP Finance)

### 6.1 Budget

- Important that budgets are submitted so that they can be voted on
- Do not spend money on items that are not included in the budget – can’t guarantee that you will be reimbursed for items that are not in the original budget
- F18 budgets due September 14<sup>th</sup>!

# Guelph Engineering Society Meeting Minutes

## 7) Stephanie Kotiadis (VP Internal)

### 7.1 Constitution and Policy Manual Updates

- Updated manuals and constitutions sent out last week

### 7.2 EngSoc Bi-Elections

- Nominations due on the 14<sup>th</sup>, elections at next week's meeting

### 7.3 Locker Distribution

- Locker distribution next Monday morning starting at 8 am – no conflicts
- Need volunteers but can not volunteer if you want a locker yourself
- 83 lockers available

### 7.4 Lab Fund

- Email being sent out on Friday September 14<sup>th</sup>
- Meeting on October 12<sup>th</sup>
- 3 quotes are required with submissions – enforcing

## 8) Talha Bin Tariq (VP Social)

### 8.1 Oweek update

- Thank you to all who volunteered!!!
- 15 teams were done to reduce having to merge teams due to size – would recommend in the future
- Future action would be having a licensed hair stylist at meet and greet to give haircuts
- Coffee house was a nice addition – gave first years a more relaxed event to participate in
- On Campus SCUNT had GNTCR and Gryphon Racing having their own stations which reduced work for EngSoc – would recommend moving forward
- Main questions at Intro to ENGG were about textbooks (new or used), profs and how to manage time – students were directed to Eng Soc office as a resource in the future, do not scare them off if they ask you questions
  - Maggie: direct first years to peer helpers
- Send any suggestions for next year to Talha

## 9) Thomas Coulson (Athletics Officer)

### 9.1 Beach day wrap up

- Things went very well, direct suggestions to Talha for next year

### 9.2 Intramurals

- 4 teams will be made, polls will be sent out for which sports

# Guelph Engineering Society Meeting Minutes

## 10)Domenique Mastrinardi (OSnap Officer)

### 10.1 OSnap Submissions

- Every member on EngSoc submits during the year, write about anything you want
- Thoughts on incentives for writing articles – free pizza on pizza day?
- Steph: Can do one free piece of pizza – give a voucher for a free slice
- Fabio: can we tie compensation back to patches (patch instead of pizza)
- Tom: are their standards for the articles? – something appropriate is all
- Photos that you want included in the next article – send to Dom

## 11) Hugh Peters (Communications Officer)

### 11.1 Weekly announcements and emails

- Like to have everything in by 7am Monday, approval by EngSoc by 7:45 for sending out at 11pm
- Steph: only critical reasons for sending out emails outside of the weekly emails – Don't be late!!

### 11.2 Website

- Certain positions have spaces on the website, if you want one added talk to Hugh as well as on other social media sites (FB, Twitter, etc.)

## 12)Rachel Bertens (Office Manager)

### 12.1 Fall office hour signup

- Sign up for office hours by Wednesday, send out for approval on Friday
- Office hours start Monday September 17<sup>th</sup> – will need to modify when empty positions are filled

Motion to Adjourn

Owner – Amanda Nason

Secunder – Trevor Smith