



Meeting Record  
 September 21, 2015  
 MC 2014

**Attendees (Mark 'Y' for present):**

Executive	
Scott Dutrisac, President	Y
Kelsey Doerksen, VP External	Y
Jacob Heapy, VP Internal	Y
Rachael Machnee, Finance Director	A
Michael Rossyen, Events Director	Y
Ana Alarcon, Publications Director	Y
Spencer Slade, Services Director	A
Monica Ruttle, Technical Director	Y
Nick Hakala, 4th Year Rep	A
Armand Caron, 3rd Year Rep	Y
Patrick Flegel, 2nd Year Rep	A

Members
Angelina Gomes (1st)
Zara Groening (1st)
Aaron Booth (1st)
Chris Sparks (1st)
Johan Prent (1st)
Victor Krupka (1st)
Janusz Gacek (1st)
Andrew Kovala (4th)
Wren Bradley (2nd)

**Opening Remarks & Administrative Information:**

- Meeting Records Document (Try Harder)
- Central New Mexico Audubon Society
- Office Protocol
  - Office Appropriateness Poster
- Contact List – **Jacob, Rachael, Nick, Armand**
- Moving update
  - Scott spoke with Prof. Russell (Dean of Policy & Planning)
- Exec Fee
  - \$10 Tracked online in Contact List. Store in "Printing Box"
- Scott – SMART program emails - Martin
- CUSA Clubs Week: Worth it?
- CUSA Funding Meeting Doodle- Rachael?
- Last Year's Paper Air-Plane Contest Winners:
  - Jeremy Lumley
  - Paul Côté
  - Lucas Napke-Hannah
- Space Net Night:
  - Wed. October 7. 6:30-8:30 PM



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- Companies include:
  - Defense Research and Development Canada
  - National Resources Canada
  - Telesat
  - NepTec
  - COM DEV
  - Canadian Space Agency
- CMAS Providing: Room, advertising, booking Ollies.



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**Executive Updates:**

External	<p>Space Net Night - CPRT has been notified.          NCWIE – Waiting for details - Sasha Christie  <b>Will get in touch with CASI – Omer Majeed? Will contact</b>          Presented slideshow for conferences folks should attend - can this be uploaded to our website? Monica will look into it.</p>
Internal	<p>Office Library - Spencer/ Jacob.          First year reps - by next week.          Banner printing - \$80/free (Stand Up Banner?) More info to be acquired.          Will oversee Member Emails - After Exec meeting</p>
Finance	<p>Submitted to CUSA - bank acct. transfer being processed  <b>Popcorn maker for rental - more info needed - Paper Airplane?</b>          Budget submission by Sept. 18 – Send updates ASAP (By 17<sup>th</sup>)          Reimbursement process reviewed with Jacob</p>
Events	<p><b>Paper Airplane – Saturday Sept 26 : 9am-4pm in MC2000, Free, Providing Pizza</b>  <b>Will buy supplies</b>          Industry Night Coordinator position - to send to Kelsey / Ana          Space Net Night          Mike will come up with a new Monthly Viewing Event.</p>
Publications	<p>Paper Airplane Comp on FB          Posters printed for Tomorrow          Website "About Us" section          Social Media – Twitter, Instagram, FB - Coordinator position is okay          Begin Geared Up plans / recruitment          MailChimp After Exec Meeting</p>
Services	<p><b>Will send PDF of inventory and library 😊</b>          Library organizational system to be implemented.          Fridge to be cleaned Fridays at 5:30          Spencer IS on Co-Op – Textable w/ needs</p>
Technical	<p>Reboot Restore RX for policing software / computer abuse          - Looking into wifi security related folder access          Computer problems - TELL MONICA! - Need a poster</p>
4th Year Rep	<p>All 4<sup>th</sup> years are freaking out.          Nick will make announcements when we have firm dates.          Event Proposal: First Year Seminar – to discuss stream types and what to expect.          #FolksyWisdom – Set up meeting w/ Saari, Merrett, etc. - Mid First Semester</p>



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3 <sup>rd</sup> Year Rep	Armand – Pressuring Third Years will commence soon. Will announce at SYSC / ELEC Mention Paper Airplane / Industry Night / Space Net Night
2nd Year Rep	Patrick to announce at MATH2004 – Announce Paper Airplane
1st Year Rep	Interviews?

First Year Conference:

Thanks Patrick, Spencer & Nick.