





Meeting Record  
 March 14, 2016  
 MC2014

Office Noise Update:

- Music that is deemed too loud should be turned down (any member working in the office can request this)
- Music content should be appropriate for the work place
- Noise policy (courtesy based) should be posted

UNB Visit:

- 18 UNB SSME Students. Generally, they had a great visit. Approximate cost to CMAS: \$200 Donation to CPRT, \$180 Lunch, \$70 Competition, \$40 patches ~\$490

Executive Updates:

External	Juan's report from Space Conference is outstanding, expecting receipt tonight <b>CASI Lecture, Wed. 23rd, 5:30-8:30, ME4494 - Send information to Ana</b> <b>Get Nicastro Quote for AGM (50 people)</b> -- Need for AGM! <b>Kelsey to contact CPRT Re Donatable items costing ~\$200</b>
Internal	<b>Elections:</b> -Saskia Mattern & Simon Peacock will be our vote counters -Campaigning ends tomorrow, social media posts should removed as profile pictures/etc. -Voting will end Friday, 5:29PM. Instructions will be posted at the Exec. Desk. -Ballots to be kept in cash box -Voting will be done by the toolbox (Nick to set up) -Results issued Friday night.  <b>AGM: Monday, March 21 - 6PM-9PM - Room ME3235</b> <b>Contact Justine to Facilitate AGM</b> -Announcements for AGM and elections. Food if not Nicastro, Subway. -Slides are due Saturday, March 19th, 6pm -New elected Exec will be permitted to make brief introductions



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	<p><b>Email to be sent:</b> FolksyWisdom, Voting, AGM, CASI</p> <p><b>Review on Scott – Doodle to be sent out</b></p> <p><b>Review on Monica</b></p>
Finance	<p>Financial update:</p> <p><b>Comprehensive report on industry night costs (AGM)</b></p> <p>Reimbursements continue.</p> <p><b>AGM end of year report</b></p> <p><b>Continue to track down FolksyWisdom money</b></p> <p><b>Please schedule time after exams for late reimbursements.</b></p> <p><b>Pickup CUESEF Letter</b></p>
Events	<p>CASI Talk Wednesday, the 23<sup>rd</sup> of March</p> <ul style="list-style-type: none"> <li>-Kelsey will require help.</li> <li>-Exec should attend.</li> <li><b>-UAS By ING Robotic Aviation - refreshments provided</b></li> </ul> <p>CO2 Car Pictures/Video to Monica for posting on website.</p> <p><b>#FolksyWisdom March 16, 6:30, DT2017 Arrange Coffee / Cookies for event</b></p>
Publications	<p>Ana:</p> <p><b>Send Eric all pictures from events</b></p> <p><b>Posters required for: NEW Competition, Election Notification, AGM, Feb 24 CASI.</b></p> <p>Ana: Register for ELP Camera for upcoming events for AGM MARCH 21</p> <p>Register for ELP Camera for Folksy Wisdom. Get a tripod too.</p> <p><b>Social Media Update:</b></p> <p>Current Followers: Twitter: 20 Instagram: 18</p>
Services	<p>Supplies to get:</p> <p>Coming tomorrow: Sriracha, French's Ketchup (#Canada), Container for cutlery</p> <p>Coming Later: Hot chocolate (use donation money)</p>
Technical	<p><b>Monica will take shirts to thrift place. (Recommended by CBC)</b></p> <p><b>Exec computer - requires backup and clean Windows 8 install.</b> --&gt; Requires full</p>



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	<p>evening with VP Internal. Please schedule.</p> <p>People please send Monica kinds of data you'd like from members.</p> <p><i>Ex: How many 3rd Year Aero-B's are there. Ex. How many people bought calipers.</i></p>
4th Year Rep	<p>Confirmed for #FolskyWisdom:</p> <p>John Polanski          Professor Hayes          Fixed Wing (3 People)          Gas Turbine - Mitch          CUCD - Nick          Spacecraft - Juan</p> <p>Coffee is happening and snacks – chips, etc.          Poster is in the works</p> <p>Nick continue to email attendees.</p>
3 <sup>rd</sup> Year Rep	FolskyWisdom, Geared UP, CASI (good aero C event)
2nd Year Rep	FolskyWisdom, Geared UP, CASI (good aero C event)
1st Year Rep	FolskyWisdom, Geared UP, CASI