

Carleton University FIRST Alumni & Mentoring Association

Meeting of the Executive

Date: September 12th, 2018

Time: 6:00PM

Location: MacOdrum Library Room 473, Carleton University, Ottawa

Participants: Anthony Caliciuri (President), Alex Churcher (Vice President - External), Bradley Reid (Vice President - Internal)

Absent: Mackenzie Willis (Executive-at-Large), Sai Vikranth Desu (Vice President - Finance)

1. Call Meeting to Order

- a. Meeting called by Anthony

2. Approval of Previous Meeting's Minutes

- a. Motioned by Alex, Seconded by Bradley

3. Approval of Meeting Agenda

- a. Motioned by Anthony, Seconded by Bradley

4. Presentations from Members

- a. No members present

5. Items for Discussion

a. From last meeting

i. Expo Carleton

- Event review
- 38 signups, worked well with the google form signup method
- Engineering clubs were separated in Alumni Hall, but we were not included, Bradley suggested if these cases arrive again we choose the more general option
- May or may not have a FYC due to this different format
- Lack of communication from CSES is cause for concern
- Need to get things back from Gabby
- ACTION: Anthony will keep working to keep in contact with CSES
- ACTION: Bradley will get our stuff from Gabby at some point

ii. Sponsorship & Fundraising

- Progress of development of sponsorship package
 - a. Unknown progress
 - b. ACTION: Wait for more information from Sai
- CUSA application and presentation
 - a. Open next week
 - b. ACTION: Anthony will relay information to inform of

process learned on the 16th and the rest of process will continue next week

iii. Directorships

- Have an application for each position
- Go through applications, invite applicants to “interview”
- Executive will make consensus decision as “hiring committee” next meeting

iv. 2018 Ottawa FLL Kickoff

- Saturday 22nd, so far we intend to table
- ACTION: Anthony will contact FLL Kickoff committee to follow up on our role
- ACTION: Make the FLL director as contact on any promo material

v. Ottawa Maker Faire

- Anthony will not be in Ottawa
- Alex has heard back from three teams
- Alex will be signing up for Lisgar, CU FIRST will act as support

vi. 2019 FRC Season

- Alex has reached out to teams to see if they need support, waiting on further responses
- ACTION: Use social media and newsletter to find new mentors and volunteers

b. New business

i. 2019 Ottawa FRC Kickoff

- Impact of Kingston kickoff
 - a. Takes out an Official kickoff from Ottawa possibility for some time providing this continues
- Plan to hold an unofficial kickoff as per usual
- Once the FRC Kickoff director is chosen, contact with the FED Outreach office will commence

ii. Welcome back survey

- Discussion of content and possible prize
- ACTION: Bradley will formalize process for storing member data and transferring the data when collected at events
- ACTION: Bradley will create a survey and use a \$20 prize to encourage people to give their info, we will use the Campus Card
- Motion to use \$20 of funds to go towards the survey: PASSED
- ACTION: Anthony will send Bradley the information

collected at Expo

iii. Social Event

- When/Where can we hold our first Social of the year to welcome new members?
 - a. We can use the standard board game night
- Hold it Tuesday October 2nd, 2018

iv. 2018 FLL Tournament

- Reaching out as “regular” volunteers
- Sunday, December 2nd, 2018
- Will have the FLL director in order to help gather and organize any Carleton volunteers
- Set goal of ensuring Carleton student volunteers are well prepared and can attend

v. Proposed Constitutional Amendment

- Anthony has proposed an omnibus amendment to modify the formatting of the Constitution, as well as add/modify some content to better reflect how the club actually functions
- Another addition of numbering to each heading will be added
- Motion to approve Anthony’s constitutional amendment including the heading number change suggestion:
PASSED

6. Adjournment