

Carleton University FIRST Alumni & Mentoring Association

Meeting of the Executive

Date: October 12th, 2017

Time: 7:00PM

Location: ME5249 (CSES Student Group Resource Centre)

Participants: Gabby Genereux (President), Bradley Reid (Vice President - External), Anthony Caliciuri (Vice President - Internal), Alex Churcher (Vice President - Finance), Elisabeth Wood (Executive-at-Large)

Meeting Chair: Gabby Genereux

Meeting Clerk: Anthony Caliciuri

1. Call Meeting to Order

- Gabby Genereux calls the Meeting to Order

2. Approval of Previous Meeting's Minutes

- Motion to Approve the Previous Meeting's Minutes put forward by Bradley Reid, seconded by Elisabeth Wood, passes unanimously

3. Approval of Meeting Agenda

- Motion to Approve the Meeting Agenda put forward by Gabby Genereux, seconded by Anthony Caliciuri, passes unanimously

4. Presentations from Members

- No Presentations Scheduled

5. Items for Discussion

a. Event Review

i. Meet & Greet Social

- Went much better than expected
- 9 members attended, we all had a lot of fun!
- Would definitely like to hold another, perhaps in Mid-Late November, or sometime next semester
- Event ran very smoothly, no significant changes needed for future social events

ii. CSES President's Meeting

- Gabby attended the meeting on CU FIRST's behalf
- We have the opportunity to submit ads to the CSES Newsletter, Leo's Display, The Iron Times, and other media
- Graphic Design services are available
- Motion to use a Breast Cancer Awareness Month-themed version of the CU FIRST Logo for the month of October as the Profile Photo on our Social Media passes Unanimously

b. Financial Update

i. Bank Account Balance

- Recently sold one of our Spare T-Shirts
- We have approximately \$69 in our Bank Account

ii. CUSA & CSES Funding

- Gabby & Alex presented to the CUSA Clubs & Societies Funding Committee
- Will wait to hear back via email if we'll receive CUSA funding
- Gabby will finish the CSES Student Group Funding form and submit it before the deadline tomorrow

c. New Office Space

- Faculty of Engineering & Design has given us a cubicle, desk, office chairs, filing cabinets and storage space in ME3350
- It will act as our permanent office for the rest of the school year
- The Members of the Executive have swipe-in keypad access
- Meetings with Executives at our office can be made via email

d. Fall Annual General Meeting

- Motion to schedule the 2017 Fall Annual General Meeting on Thursday November 16th, 2017 at 7PM passes Unanimously
- Anthony will book the CSES Student Group Resource Centre for that date/time
- Anthony will send of the official notice in the next CU FIRST Newsletter

e. Ottawa FLL Tournament

- Gabby has spoken with Candace, and Alex, Bradley and Elisabeth will serve in traditional volunteer roles (Judges, Referees etc) rather than Ambassadors of Fun
- Gabby and Anthony will continue to serve on the Tournament Planning Committee in the positions of Volunteer Coordinator and Technical Advisor respectively

f. Ottawa FRC Kickoff

- Bradley will contact the Department of Engineering about booking the space we require in Richcraft Hall
- If we can't book through the the Department of Engineering, we will further attempt to book through CUSA and the Student Affairs Office
- With Kit of Parts pickup registration opening, Gabby will contact FIRST Canada to see if we can pick up kits on each teams' behalf in Montreal rather than Toronto

g. FLL Kit Building

- FLL Challenge Models need to be built for the upcoming Tournament
- Candace has offered funding through her company, DXC, to throw a social event/party (including food/snacks) to build the kits

6. Next Meeting

- Date: Saturday November 4th, 2017
- Time: 6:00PM
- Location: Teleconference

7. Adjournment

- Motion to Adjourn the Meeting put forward by Gabby Genereux, seconded by Anthony Caliciuri, passes Unanimously.