

# Carleton University FIRST Alumni & Mentoring Association

## Annual General Meeting

Date: November 16, 2017

Time: 7:00PM

Location: ME 5249 (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), Laura, Kevin

Meeting Chair: Gabby Genereux

Meeting Clerk: Anthony Caliciuri

### 1. Call Meeting to Order

- Gabby Genereux calls the Meeting to Order

### 2. Welcome and Opening Remarks

- Gabbey welcomes everyone
- Everyone introduced themselves going around the table

### 3. Approval of Meeting Agenda

- Motion to Approve the Meeting Agenda put forward by Bradley Reid seconded by Elisabeth Wood, passes Unanimously

### 4. Items for Discussion

#### 1. Event Review

##### a. LEGO Building Party

- Fairly good attendance
- Finished early and completed a full field for the FLL Tournament

## 2. Reports from Executives

### a. President

- Gabby has mainly been working on organizing the Ottawa FLL Tournament as Volunteer Coordinator, along with Tournament Director Candace Labelle
- She helped to organize the Ottawa FLL Kickoff back in September

### b. Vice President - Internal

- Anthony has mainly been working on writing the biweekly CU FIRST Newsletter and managing the group's social media
- Overall engagement through the newsletter and social media have been good, however, it has not increased as our number of subscribers has increased

### c. Vice President - External

- Bradley has mainly been working on organizing the Ottawa FRC Kickoff
- He has also been meeting with the Faculty of Engineering and Design's High School Outreach Office to get organizational and financial aid for the Kickoff
- He has also been reaching out to local FRC teams, and has been keeping track of the new

### d. Vice President - Finance

- Current Bank Account Balance: \$69.55
- Student Group Funding available through CSES: \$100
- Alex will be working on establishing a travel fund for FIRST Volunteers from Carleton and looking into the purchase of LEGO Mindstorm Kits to be loaned out

#### e. Executive-at-Large

- Elisabeth has mainly been working with Alex to apply for the various funding and grant opportunities available for on-campus organizations

### 3. New Office Space

- The Faculty of Engineering and Design has graciously given us office space in Mackenzie Engineering Room 3350
- The Executive will be looking into scheduling office hours where they will be in the office at designated times to speak with and help members

### 4. CSES Student Group Funding

- After applying for funding through the Carleton Student Engineering Society, our application has been approved for \$100 in funding
- Funding is available through reimbursement after purchases have been made
- The Executives will discuss how to best use this funding, most likely via the purchase of a Banner/Promotional Materials

### 5. 2017 Ottawa FLL Tournament

- Will be held on Sunday, December 3rd, 2017 at Algonquin College
- All major volunteer roles have been filled
- Members are encourage to come out and enjoy the event as spectators

### 6. 2018 Ottawa FRC Kickoff

- Will be held on Saturday, January 7th, 2017
- We have been working with the Faculty of Engineering &

Design to sponsor the event and help us book space on-campus

- We are looking for members to help us run the event, with 200+ team members, mentors and others participating
- A form will be sent out soon to confirm attendance
- We are once again offering Kit of Parts Pick Up and Delivery, and this year we've organized pick up in Montreal through FIRST Quebec
- Kenna Tisseur (1305 Alumnus) has volunteered to drive to Montreal on the day of Kickoff to pick up the kits

#### 7. Mentoring FRC Teams in the Upcoming 2018 Season

- FRC teams in the area are looking for University Student Mentors
- If any members are interested in volunteering with a team, they are encouraged to email us, along with their skills/interests/areas of expertise so they can be matched with an area team

#### 8. Canadian Science and Technology Museum Field Trip

- With the museum reopening this Friday (17th), some Executives have suggested visiting as a group
- Executives will find a day that works best for them and will promote it as a social event via social media and the Newsletter

#### 9. FIRST STEM equity community and innovation grant

- FRC Team 2706 has reached out to us to see if we are interested in partnering with them to apply for this grant
- Thousands of dollars available to organizations and teams for community outreach and support through robotics - focused on equity and diversity
- We could use our connections with the FED High School

Outreach Office to book rooms on-campus on behalf of Team 2706 to run workshops and other events

## **5. Next General Meeting**

- Date: Mid-March 2018
- Time: TBD
- Location: TBD

## **6. Adjournment**

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