

Carleton University FIRST Alumni & Mentoring Association

Meeting of the Executive

Date: November 4th, 2017

Time: 6:00PM

Location: N/A (Teleconference)

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 Alex Churcher, seconded by Gabby Genereux, passes Unanimously

3. Approval of Meeting Agenda

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

4. Presentations from Members

- No Presentations Scheduled

5. Items for Discussion

a. Financial Update

i. Bank Account Balance

- Unchanged, still having difficulty setting up an appointment at the Scotiabank location on Campus

ii. Sponsorship/Fundraising Letter

- First draft ready, needs to be worked on and finalized before sending off to prospective sponsors

iii. CUSA & CSES Funding

- It appears that we didn't receive any funding through either source, other applicants have already received funding

b. LEGO Building Party

- Gabby has the FLL Field Kit at her home
- Anthony has booked the CSES SGRC from 6-10PM on November 10th
- Candace has confirmed sponsorship for Pizza and Snacks through the DXC Foundation

c. Fall Annual General Meeting

- Thursday November 16th, 2017 at 7PM in the CSES SGRC
- Notice has been sent to members, will continue to promote via Social Media over the coming weeks

d. Ottawa FLL Tournament

- Bradley will apply for Referee, Elisabeth will apply for Core Values Judge, Alex will apply for Scorekeeper
- Gabby and Anthony continuing as Volunteer Coordinator and Technical Advisor respectively
- Gabby will be contacting other Alumni that have shown interest and will aid them in their applications
- Several high school students have also applied to help in various roles
- Bradley has reached out to FRC Teams to ask if they'd like to run a concession stand and keep the profits as a fundraiser. Haven't heard back from teams yet

e. Ottawa FRC Kickoff

- Bradley has yet to get in contact with anyone from the Faculty of Engineering High School outreach office
- Will go through the Dean of Engineering's office next to attempt to book space in Richcraft Hall
- Will default to Longfields Davidson SS as our backup location after December 1st if we haven't heard anything by then
- Alex and Anthony have confirmed that they won't be able to attend due to previous travel arrangement and family commitments, will poll members to see who is in town and willing to help Gabby run the event on the day-of

f. Ottawa District Event and Alumni Dinner

- Mark Breadner will be in town in Friday November 24th to check out Colleges and Universities to scope locations for a possible Ottawa District Event, Gabby will assist
- Has also invited the Executive to a dinner that evening

6. Next Meeting

- Date: Thursday November 23rd, 2017
- Time: 7:00PM
- Location: CSES SGRC

7. Adjournment

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