

# Carleton University FIRST Alumni & Mentoring Association

## Annual General Meeting

Date: March 22nd, 2018

Time: 6:00PM

Location: Paterson Hall Room 234

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

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

- Gabby 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. Board Game Night

- Very fun night with all the Executives and Gabriel (Alumnus from 1334/1360)
- Ordered in Pizza and played a few different games
- Will definitely continue to organize these nights in the future

## 2. Year-in-Review

### a. Reports from Executives

#### i. President

- Gabby's biggest project this year was working with Mark Breadner and going through the process of scouting a possible Ottawa District Event
- Also heavily involved in organizing and running Kickoff, which was a great success
- Assuming an Ottawa District Event becomes a reality, the Kickoff event at Carleton might be much bigger
- Overall, very happy with final year as part of the Executive

#### ii. Vice President - Internal

- While the number of subscribers to the CU FIRST Newsletter has increased, the percentage of open has been declining throughout the year. Moving forward, we should try to make the Newsletter more interesting
- Our custom domain was recently renewed, and we continue to host on CSES's server. To deal with recent Brute Force hacking attempts to our website backend, additional security measures have been implemented, including stronger passwords, limiting login attempts, and blacklisting suspicious IP addresses
- Anthony is currently the validator for CU FIRST's positions on Carleton's Co-Curricular Record. All Executives and any FIRST Team Mentors should add their positions before April 30th

iii. Vice President - External

- Most of Bradley's work this year revolved around the FRC Kickoff and the FLL Tournament
- So far, working with the Faculty of Engineering Outreach Office has been great
- Should start organizing events sooner to ensure a smoother process in the future

iv. Vice President - Finance

- Should have an approximate surplus of \$385 once our Sponsorship from the Faculty of Engineering is received and all outstanding invoices are paid
- Need to investigate re-applying for our Office Space in Mackenzie Building
- Alex is still struggling with the CUSA Clubs & Societies Office to transfer signing authority to our new President and Vice President - Internal

v. Executive-at-Large

- The Ottawa FLL Tournament was fairly rough during the planning stage but was executed fairly well the day-of.
- Recommendations for the future were included in our Meeting of the Executive in December

b. Feedback from Members

- Mac suggests posting to the C-Eng Flightsuits group on Facebook to increase publicity
- People seeing links to the Newsletter is hit or miss on Facebook, should attempt other methods to spread information/announcements on Facebook

### c. Goals for Next Year

- Will make a renewed effort into sponsorships and fundraising, focusing on purchasing FLL Kits to loan out to local teams. Will work on putting together applications and sponsorship packages over the Summer
- Increase member attendance and participation at Social Events and maintain/increase the current number of events
- Do a better job of keeping track of Alumni and keep more details with regards to their past FIRST participation and team membership
- Will launch big push to get more details for all of our members via the Newsletter and Social Media
- Hold a Pre-Event Social/Training Session prior to the FLL Tournament etc. to prep members before they attend
- Reach out to other Non-FIRST organizations, like IEEE, to make connections and establish relationships on behalf of area teams

## 3. Mid-Season FRC Update & Recap

### a. Progress of Ottawa Teams

- Team 3543 (C4 Robotics) competed at Georgian, ranked 14th overall and made it to the Quarter-Finals
- Team 2994 (Astechz), Team 4783 (RoboRavens), and Team 7267 (Lisgar Robotics) competed at Durham, ranking 15th, 31st, and 13th overall respectively. Teams 2994 and 7267 both made it to the Quarter-Finals
- Team 2706 (Merge Robotics) competed at Ryerson, ranked 6th overall, and made it to the Finals, in addition to winning the Engineering Inspiration Award
- All teams will be competing at the North Bay District Event next weekend

#### b. 2019 Season & Beyond

- Alex and Gabby have been working with FIRST Canada Executive Director Mark Breadner to organize an Ottawa District Event for the 2019 Season. Planning is still ongoing, but Carleton's administration is very receptive and excited by the idea. Time and location are the main two issues that need to be resolved
- Increasing the number of FRC teams is the main priority moving forward

#### 4. 2018/19 Executive Election

##### a. CEO & DEO Sworn In

- Alex Wilcox & Gabby Genereux, previously nominated and appointed as Chief Electoral Officer and Deputy Electoral Officer respectively by the Executive on February 27th, 2018, sign the Oath of Office

##### b. Speeches from Candidates

- Prior to the vote for each position, Candidate(s) are allowed to make a speech lasting no longer than 5 minutes

##### c. Vote

- Nominated Candidates for each Position
  - President
    - Anthony Caliciuri
  - Vice President - External
    - Alex Churcher
  - Vice President - Internal
    - Bradley Reid

- Vice President - Finance
  - Sai Vikranth Desu
- Executive-at-Large
  - Mackenzie Willis

d. Publication & Certification of Results

- The Official Results, certified by the Chief Electoral Officer and Deputy Electoral Officer, will be published on the CU FIRST Website after the meeting here:  
<https://cufirst.mycses.ca/about-us/elections/>
- Unofficial Results of the Election
  - President
    - Successful Candidate: Anthony Caliciuri
    - Result: Acclaimed
  - Vice President - Internal
    - Successful Candidate: Bradley Reid
    - Result: Acclaimed
  - Vice President - External
    - Successful Candidate: Alex Churcher
    - Result: Acclaimed
  - Vice President - Finance
    - Successful Candidate: Sai Vikranth Desu
    - Result: Acclaimed
  - Executive-at-Large
    - Successful Candidate: Mackenzie Willis
    - Result: Acclaimed

## **5. Next General Meeting**

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

## **6. Adjournment**

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