

Carleton University FIRST Alumni & Mentoring Association

Meeting of the Executive

Date: 7:30pm - August 29th, 2019

Location: N/A (Teleconference)

Participants: Alex Churcher (President), Bradley Reid (VP - Finance), Sayfullah Eid (VP - External), Mackenzie Willis (VP - Internal), Madeline Quang (FLL Director)

1. Call Meeting to Order

- a. Alex motions, Mac 2nds

2. Approval of Previous Meeting's Minutes

- a. Sayf motions, Mac 2nds

3. Approval of Meeting Agenda

- a. Alex motions, Sayf 2nds

4. Presentations from Members

- a. No members present.

5. Items for Discussion

- a. Directorships

- i. 2 applicants for social media director, none for FRC director.

- b. FLL Kickoff

- i. .Sayf met earlier this week, Anthony gave an exec email for a possible presentation. Form will be sent to teams once this background work is done

- ii. Estimate of 10 teams, 6 will be new.

- iii. Idea of doing a mentor workshop, Alain has volunteered to run this.

- iv. 3 volunteers who want to present.

- c. Funding/Bank Cards

- i. Mac now has the bank card.

- ii. Anthony still has chequebook, but it's empty. Chequebook either needs to be renewed, or online money transfers will be used.

- iii. Sai may still have club money

- iv. Sayf has merch money for the club

- v. ACTION: Brad will be on campus next week to initiate bank processes

- d. Carleton Expo

- i. Brad, Alex, Sayf for volunteering.

- ii. Sayf has merch - will bring.

- iii. Form is ready to go.

- iv. ACTION: Mack to reach out and ask about EngWide

- v. ACTION: Sayf to look at handouts
- e. CUFIRST Discord
 - i. .It exists now! Moderation will be setup later.
 - ii. University year will be shown as roles, option to auto-mute channels you aren't interested in, etc.
- f. FLL Director Login Credentials
 - i. Credentials have been sent to Madeline
 - ii. Brad does not have his Finance login
 - iii. ACTION: Alex will look into the backend of the email
- g. Carleton FRC Regional updates
 - i. Website is now launched! <https://carleton.ca/firstrobotics/>
 - ii. Aztecs has moved from a school team to a community team

6. Next Meeting

- a. September 12th, 7:30pm

7. Adjournment