

## Carleton University FIRST Alumni & Mentoring Association

### Meeting of the Executive

Date: 6:00pm - March 26th, 2020

Location: N/A (Teleconference)

Participants: Alex Churcher (President), Bradley Reid (VP - Finance), Sayfullah Eid (VP - External), Mackenzie Willis (VP - Internal), Robin Feeney (Executive at Large)

- 1. Call Meeting to Order**
- 2. Approval of Previous Meeting's Minutes**
  - a. Mac motions, Sayf seconds
- 3. Approval of Meeting Agenda**
  - a. Alex motions, Sayf seconds
- 4. Presentations from Members**
- 5. Items for Discussion**
  - a. Executive Elections
    - i. All roles have 1 applicant apart from External
  - b. Directorship hiring
    - i. Directorship hiring deadline to be pushed to June 3rd.
    - ii. Motion to push the deadline is unanimous - 5-0.
  - c. Spring General Meeting
    - i. Proposed solution is Discord - limitation is that it would be limited to audio.
    - ii. Alternate ideas are Zoom, Twitch, WebEx
    - iii. Mac will investigate the feasibility of WebEx. Backup will be Discord.
    - iv. Voting method is Google Forms.
    - v. To prevent double votes, the number of people in the call will be compared to the number of votes.
    - vi. Live minutes will be taken.
    - vii. The phone call-in for the meeting will be advertised, along with a backup number to text.
  - d. Suspension of 2020 FRC Season - Response
    - i. Unanimous approval - will be sent out soon via social media channels.
  - e. FED Coordination - update
    - i. In progress
  - f. Office Space - Cleanup
    - i. Sayf has cleaned out the office. Everything is with Sayf.
  - g. Finance (general)

- i. Email has been sent to FED for reimbursement.
- ii. Signing authorities should be taken care of ASAP, given issues in past with transition.

h. Upcoming Events

**6. Next Meeting**

- a. SGM - Friday, April 3rd @ 7:00 PM

**7. Adjournment**