**Present**: Jesse Gou, Adrian Pang, Justine Lin, Janelle Julian, Erica Binder

**Late: Mark Petrov, Albert Wu**

**Regrets**:

|  |  |  |
| --- | --- | --- |
|  |  | Motions / Action |
| 1. | Call to Order |
|  | Adrian called the meeting to order at 3:03pm |  |
| 2. | agenda | **Moved/Seconded:**   |
|  | Adrian announced agenda | Adrian moved to adopt amended agenda and previous minutes/ Jesse seconded adoption of amended agenda and previous minutes |
| 3. | check-ins and updates | **Action Item:** |
|  | * Anican had an interview regarding AMS
* AMS is in organizational duress
* News article containing AMS coming out soon
* Reimbursements – almost all ready, one pending and receipts accounted for on shared drop box.
* Keys – have been re-ordered again from Music Office
* Erica has serving license for winter formal
* Merchandise – logo has to be vectorized, and budget for next semester has to be examined to determine merchandise production/distribution.
 | * All – go to bookstore and inquire about keys
 |
| 4. | a little night music recap | **Action Item:** |
|  | * Room was not locked at the end of the event
* Event went well, good music student turnout along with large CMC turnout
 | * Future events – delegate someone to lock up! Follow strike/lock up checklist
* Future – ask front office to unlock doors so fob is not required for non-music students
 |
| 5. | offical resignation of president + election committee | **Action Item:** |
|  | * Provide public access to form
* Advertise according to guidelines in constitution
* Vote announced for position on the Election Committee
* Effective immediately, Erica and Jesse resigned from the election committee due to conflict of interest
* Anican nominated Anican Yu for election committee
* Janelle nominated Janelle Julian for election committee
* Jesse nominated Mark Petrov for election committee
* Mark respectfully declined nomination
* Mark nominated Justine Lin for election committee
* Justine Lin respectfully declined nomination
* Anican Yu gave platform for election
* Janelle gave platform for election
* Adrian announced a vote for Anican
* Majority voted in favour of Anican (7/8 voting members)
* Adrian announced a vote for Janelle
* Majority voted in favour of Janelle (7/8 eligible voting members)
 | * Erica – make poster for interim president position
* Jesse – make facebook post for interim president position
 |
| 6. | coordinator positions | **Action Item:** |
|  | * Elections Coordinator
* Locker Coordinator
* Fourth Floor Manager
* Events Coordinator
* AUS Coordinator
* Website Manager
 | * All – brainstorm potential coordinator positions
 |
| 7. | website update + wix payment | **Action Item:** |
|  | * Bios still need to be updated
* Newsletter needs to be published
* Reoccurring payment for website needs to be transferred from previous VP Admin to current Exec member
* Payment will be transferred to Erica
* Reimbursement will be discussed between Mark and Adrian and Erica
 | * Jesse and Mark – send bios to Adrian
* Jesse – create newsletter and upload to website
* Adrian – update all bios
 |
| 8. | future breakfast plans | **Action Item:** |
|  | * Erica proposed project Breka sponsorship as a result of positive feedback from wellness week breakfast
* No specific timeline
 | * Erica will draft a letter and plan a meeting with store management
* All – brainstorm local sponsorships and create a plan for approach
 |
| 9. | flashmob plan? | **Action Item:** |
|  | * Albert proposed a nest flashmob
* Atrium has to be booked for this date
 | * Anican bring this up at the nest AMS meeting
 |
| 10. | formal | **Action Item:** |
|  | * Dance theme - Latin
* We have alcohol licensing
* Erica and Anican have serving licenses
* Jesse will get a serving license
 | * Mark - book the room
* Jesse – arrange security (pending room booking)
* All - determine volunteer positions, training, and interview process
* Jesse - get serving license
 |
| 11. | next meeting |  |
|  | Thursday, November 29th at 4pm. |  |
|  |  |  |
|  | **Adjournment**The meeting is adjourned at 3:54pm |  |

Respectfully submitted by Erica Binder

Approved by:



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Adrian Pang, President Erica Binder, VP Administration