**Present**: Adrian Pang, Janelle Julian, Jesse Gou, Erica Binder, Anican Yu

**Late:**

**Regrets**:

|  |  |  |
| --- | --- | --- |
|  |  | Motions / Action |
| 1. | Call to Order |
|  | Adrian called the meeting to order at 3:12pm |  |
| 2. | agenda | **Moved/Seconded:**   |
|  | Adrian announced the agenda / Anican seconded adoption of the agenda | Janelle moved to adopt the agenda and previous minutes/ Jesse seconded adoption of the agenda and previous minutes |
| 3. | check-ins and updates | **Action Item:** |
|  | * Fridge – has been moved and re-installed
* Lockers – all have been completed, locks just need to be cut ; Janelle and Jesse will do this tonight
* Anican – has checked in with Mikayla from the dance team, there is a good chance we will get her as a teacher for free but this will be worked on in the coming weeks
* Adrian – has not furthered progress for Little Night Music, is pushing advertising for wellness week this week and next week
* Erica – presented summary of breakfast for MUSA for wellness week, we’ve narrowed down to one day and pastries, budget TBD
* Mark – we have to update AMS clubhouse to book a room
* Adrian – will contact previous president of MUSA for more information and Chris Hakim
* Jesse – we have to determine a room before we determine security
* Erica, Anican and Jesse – have to take one online class to get alcohol serving license
 | * Janelle -ensure all locks are cut
* Erica - contact Loretta Knopp, Liam Robertson, Breka, and stay in contact with Chris Hakim and present a FINAL BREAKFAST SOLUTION next meeting (breakfast day is 29th)
* Anican – solidify dance team planning for formal
* Adrian – contact Chris Hakim and Michelle regarding AMD Clubhouse
 |
| 4. | agm | **Action Item:** |
|  | * Will take place on the 29th as planned
 | * Mark – create a budget presentation
 |
| 5. | ELECTIONS | **Action Item:** |
|  | * Deferred until next week; awaiting elections coordinators information
 | DEFERRED |
| 6. | MERCHANDISE CONTEST | **Action Item:** |
|  | * We will sell merchandise closer to Christmas time, awaiting information from Dad’s printing
 |  |
| 7. | wellness week | **Action Item:** |
|  | * 29th – breakfast and coffee starting at 8:30
* 31st – dress-up day with free coffee (Halloween initiative as well), culminating prize is Creed tickets and candy prizes
* Creed raffle is entered by placing a ‘note’ and positive message
* Nice memes on each locker; put in dropbox and get approved by at least 2 people on MUSA exec before printing and posting
* Advertise events for other faculty
* Pie a Prof?
 | * Adrian – will get chamomile tea
* Mark will get coffee Monday morning
* Erica will get Breka stuff Monday morning (pastry and bagels)
* Curate memes in shared dropbox folder
 |
| 8. | formal | **Action Item:** |
|  | * Dance theme TBD by dance team teacher
* Refer to (3) Check-Ins and Updates
 |  |
| 9. | little night music | **Action Item:** |
|  | * November 9th- exec members should volunteer if possible
 | * Anican will advertise to AMS
* All – advertise to music faculty via word of mouth and large ensemble announcements
 |
|  | **Adjourned** this meeting is adjourned at 3:46pm |  |

Respectfully submitted by Erica Binder

Approved by:



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Adrian Pang, President Erica Binder, VP Administration