**Present**: Adrian Pang, Mark Petrov, Erica Binder, Jesse Guo, Janelle Julian (interim),

**Late:**

**Regrets**: Anican Yu

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| --- | --- | --- | --- |
|  |  | Motions / Action | |
| 1. | Call to Order | | |
|  | Adrian called the meeting to order at 4:28 pm. |  | |
| 2. | agenda | **Moved/Seconded:** | |
|  | Adrian announced amended agenda, Erica motioned to accept agenda | Mark moved to adopt the amended agenda/ Jesse seconded adoption of the amended agenda  Janelle moves to adopt previous minutes / Jesse moves to accept previous minutes | |
| 3 | check-ins & updates | **Action Item:** | |
|  | * Anican (proxy Adrian) – AMS events will be advertised through MUSA social media; climate art competition and SASC * Jesse – Scavenger hunt prizes; have not been bought yet * Beginning of year BBQ cleanup was done incorrectly as a result of lack of MUSA exec participation * This emphasizes the need for a schedule for next year | * Jesse – transfer the task of buying giftcards from Anican to Jesse | |
| 4. | end of year bbq | | **Action** **Item**: |
|  | * Erica proposed an event at Koerner’s as an end-of-year faculty event; we will postpone planning of this event until next semester | | * Erica – will investigate costs and timeline late this semester |
| 5. | fridge | **Action** **Item**: | |
|  | * Fridge policies need to be created and placed on fridge * Fridge policies are as follows; | * Fridge has to be moved from MUSA office to 3rd floor * Adrian – will purchase a microwave food cover (not on a specific timeline) * Task of removing food from fridge every Sunday will be delegated to the fourth floor manager | |
| 6. | elections (ammended from agenda “by-elections”) | **Action** **Item**: | |
|  | * Nomination forms have been created * We need one (1) month minimum from this point to the voting to have an online platform * AGM will be on October 29th; 12, 1, or 2 pm start time * At the AGM we will present our budget summary | All – spread the word for elections  * Adrian – will book a room for AGM (October 29th) * All – collaborate on a committee member application form | |
| 7. | merchandise contest | **Action Item:** | |
|  | * We still only have one submission; is void * Will remain open with an indefinite end date | All – advertise to your friends | |
| 8. | wellness week | **Action Item:** | |
|  | * Last year included several events * Tentatively October 29-November 3 * Next week Adrian will update us on cross-club collaboration * November 9 – 4th floor library space will be decorated and used for the UBC chamber club as a sight-reading session/social | All – brainstorm ideas over the next week; reconvene next meeting and also send to Adrian  * Mark- will secure coffee for the winter coffeehouse * Jesse will provide MUSA decorations day of | |
| 9. | formal | **Action Item:** | |
|  | * Possible themes; Mardi Gras, Folk, Eastern European, Vintage Hollywood, Paris, Latin | Review and decide of you like one | |
| 10. | evangelos | **Action Item:** | |
|  | * Headshots and group photos have been received, we need to pick a group photo |  | |
| 11. | next meeting | **Action Item:** | |
|  |  |  | |
|  | **ADJOURNMENT**  Meeting adjourned at 5:40pm |  | |

Respectfully submitted by Erica Binder

Approved by:



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Adrian Pang, President Erica Binder, VP Administration