

# The Interdepartmental Science Students' Society

Executive Meeting

Minutes

5:00p.m.

November 16, 2011

CCIS 1-033

## Attendance

*Executives: Cian Hackett, Dustin Chelen, Stephen Chin, Siwei Chen, Brett MacGillivray, Jessica Nguyen*

*Other: Ashlea Ahmed, Ethan Dorward*

Chairperson: Dustin Chelen

Minutes: Ashlea Ahmed (for Brittany Matenchuk)

## 1. Call to order

Meeting called to order at 5:05 p.m.

## 2. Approval of minutes

**Motion** to approve the minutes of the last Executive meeting of November 9, 2011 as written. Jessica/ Cian Carried 6/0/0

## 3. Approval of agenda

**Motion** to approve the agenda below, as written. Jessica/Siwei Carried 6/0/0

## 4. Old Business

1.

## 5. New Business

1. [directors@iss.ca](mailto:directors@iss.ca) usage discussion, Dustin
  - a. Dustin: 2 emails sent out about counting the survey and advISSS. my apologies for not consulting everyone before emailing directors
  - b. Siwei: It's ok, I only brought it up because my directors didn't have time to do it with the notice.
  - c. Cian: Will do surveys if directors don't have time
  - d. Brett: I would prefer if my directors did not take direction from another portfolio.
2. **Motion** to approve no more than \$20.00 for the purchase of a replacement Lenovo Thinkpad Adaptor. Stephen/Siwei. Carried 6/0/0
  - a. Stephen: Price is reasonable
  - b. Cian: How much is shipping?
  - c. Siwei: I have bought adaptors from Dell for \$60-80
  - d. Stephen: I researched and found that they are \$16 without shipping
3. **Motion** to approve no more than \$70 towards the purchase of fundraising materials for the Public Relations Team, Siwei/Jessica Carried 6/0/0

- a. Cups, lids, straws - \$5, Sugar - \$5, Mix - \$30, Tapioca pearls/jellies - \$10, Milk - \$10, Ice - \$10 total = \$60 or \$70 with ice.
  - b. Siwei: PRT wants to do office hours in PCL lounge and do more fundraising. Just to purely raise money.
  - c. Brett: Is it any good?
  - d. Siwei: Just a test, no idea if it's good.
  - e. Cian: The costs seem low.
  - f. Siwei: The costs are low because we most likely won't sell that much, plus we have never done this before. It's better to sell out than to waste.
  - g. Jessica: I am in favor
  - h. Stephen: Are there no posters?
  - i. Siwei: It's in a busy part of campus
  - j. Dustin: Why was it not run through finance committee?
  - k. Siwei: The objective is to increase outreach and not necessarily the money. We had already discussed this before as well.
  - l. Dustin: To what extent do you think you will be successful?
  - m. Siwei: This is a creative trial run.
4. **Motion** to approve no more than \$110 towards the purchase of fundraising materials for the Public Relations Team, Siwei/
- a. Post-Its: \$11.96/12-pack
  - b. Highlighters: (\$7.68/2 6-packs)
  - c. Pens: \$1.99/12-pack
  - d. 48 bags including only the above would cost \$90.85 including GST
  - e. They are planning on putting together mini study packs.
  - f. They would also like to include chocolate bars \$15/ 20 and the packaging for a grand total of \$110
  - g. They plan to sell them for five dollars and therefore making \$240 and a profit of around \$130.
  - h. Motion withdrawn.
5. **Motion** to approve no more than \$80.00 for purchase of items for the ISSS's Movie Night on December 1st, 2011. Brett/Siwei
- a. Brett: Haley and Helya are working on movie night. The tourist will be playing. They want to rent a popcorn machine from SU. The popcorn machine will be \$20.00, \$6.00 for the movie rental, \$20.00 for pop and \$20.00 for posters. No more than \$80.00.
  - b. Siwei: What is the difference between last year's budget and this year's budget? How do you know that the popcorn machine is \$20. Has the Design Team been contacted to make posters?
  - c. Brett: Yes.
  - d. **Motion** to amend the main motion to read replace \$80.00 with \$60.00. Siwei/Brett. Motion carried 6/0/0.
    - i. Siwei: Melyssa has a lot to do this week so she might not be able to get it all done right away, so if it's done at the end of the weekend and it gets posted midway through next week, the posters wouldn't be up for very long and not worth the \$20. We should print in the office.
    - ii. Brett: I will print the posters in the office

iii. Main motion carried as amended 6/0/0.

### **6. Good and Welfare**

Comments and criticisms of the meeting for the good and welfare of the organization.

### **7. Next Meeting**

The next meeting of the Executive will be at 5:00p.m., November 23, 2011 in CCIS 1-033.

The chairperson of the next meeting will be Stephen Chin

Minutes will be taken by Anthony Wu.

### **8. Adjournment**

**Motion** to adjourn the meeting at 6:34pm. Brett/Cian Carried 6/0/0