

## **ESS Board of Directors Meeting Minutes - Comptes Rendus des** **Réunions de Conseil d'Administration de l'AÉG**

**Date:** Nov 5, 2023

**Link:** <https://meet.google.com/wwd-gbzy-fct>

### **1. Call to Order**

The meeting was called to order at 11:10 with Maya Benhamou as chair.

### **2. Land Acknowledgement - Reconnaissance des Terres**

Done by VP Equity Nyah W.

### **3. Roll Call**

#### **Present - Présent.e.s:**

- President - Mackenzie Conrad (she/her/elle)
- VP External - Ryan Goodwin (he/him/il)
- VP Academic - Markos Brown (he/him/il)
- VP Communications - Félicia Dionne (she/her/elle)
- VP Internal - Sofia Ershova (she/her/elle)
- VP Services - Ethan Tang (he/him/il)
- VP Social - Jason Gonzales (he/him/il)
- VP Philanthropic - Cristie Kwan (she/her/elle)

- VP Equity - Nyah Wagner (she/her/elle)
- IEEE - Juan Hiedra Primera (he/him/il)
- MESS - Brunel Sontia (he/him/il) (Arrived Late: 11:30)
- CSCE - Cristie Kwan (she/her/elle)
- CHESS - Lauren Coffin (elle/she/her)
- First Year:
  - Section A: Dakota Squires
  - Section E: James Travers (Proxied by John until late arrival: 11:48)
- Chemical Engineering Representatives:
  - 2nd Year: Mathieu Racicot
  - 4th + Year: Anna Schubert
- Computer Engineering Representatives:
  - 3rd Year: Eric Eaton (Arrived Late: 11:45)
  - 4th + Year: Jia Xuan Song
- Mechanical Engineering Representatives:
  - 2nd Year: Domenick Mann
- Civil Engineering Representatives:
  - 2nd Year: Aiden McCooeye
  - 4th + Year: Justin Beal
- Electrical Engineering Representatives:
  - 2nd Year: Hamed Tavakoli
- Software Engineering Representatives:
  -
- Co-Op Representatives:

- Kathryn Basinger
- French Representatives:
  - 2nd Year: Katelyn Renaud
  - 3rd Year: Carolina Gonzalez
  - 4th + Year: Justin Brown

**Absent- Absent.e.s:**

- VP Finance - Disala De Silva (he/him/il)
- 2nd Year: Eric Hagen
- 4th + Year: Muhammad “Owais” Tabassum
- 3rd Year: Devon Knight

**4. Administrative Motions**

<b>Title:</b>	<b>Adoption of the Agenda</b>		
<b>Mover:</b>	Executive		
<b>Language:</b>	English		
<b>BIRT:</b>	The agenda be adopted.		
<b>Result:</b>	<b>Agenda adopted by unanimous consent</b>		
<b>Discussion:</b>			

<b>Title:</b>	<b>Approval of September 2023 BOD Minutes</b>		
<b>Mover:</b>	Executive	<b>Seconders:</b>	<b>Mackenzie</b>
<b>Language:</b>	English		
<b>BIRT:</b>	The minutes of the September 2023 BOD be approved, as presented.		
<b>Result:</b>	<b>Approval passed by unanimous consent</b>		
<b>Discussion:</b>			



<b>Title:</b>	<b>Decision of What Questions To Ask</b>		
<b>Mover:</b>	Domenick	<b>Seconded</b>	Ryan
<b>Language:</b>	English		
<b>BIRT:</b>	First question to ask is “Why do you want to be on BOD”? Silly question to be “Show us the most creative way to leave the room.”		
<b>Result:</b>	<b>Approval passed by unanimous consent</b>		
<b>Discussion:</b>	Domenick talked about what he believes should be discussed/asked of the new candidate, which are “why do you want to be on BOD?” Also a silly question, such as the most creative way to sit on a chair.  Ryan added that another silly question was “most creative way to leave a room?”  Matthieu added that he is impressed by Umer’s resume.		

## 5. Elections of Year Representatives (if needed)

- GNG 1105 B
  -
- GNG 1105 C
  -
- GNG 1105 D
  -
- GNG 1105 F
  -
- GNG 1105 G
  -
- GNG 1105 H
  -
- GNG 1505
  -
- SEG 2900
  - Youssuf Helaly (maybe)
- Chemical Engineering Representatives:
  - 3rd Year:



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- Mechanical Engineering Representatives:
  - 3rd Year:
  - 4th + Year:
- Biomedical Mechanical Engineering Representatives:
  - 2nd Year:
    - Maya Talab (Maybe)
    - Malak Youssfi (Maybe)
  - 3rd Year:
  - 4th + Year:
- Civil Engineering Representatives:
  - 3rd Year:
- Electrical Engineering Representatives:
  - 3rd Year:
- Software Engineering Representatives:
  - 2nd Year:
    - Umer Qamar
      - As to why: Software Eng has given him a purpose. Has had many experiences including competitions through UOttawa, and wants to have a voice for UOttawa students.
  - 4th + Year:
    -

## 6. Ratifications of Year Representatives

Title:	Ratification of Year Representatives		
Mover:	President	Seconder:	Domenick
Language:	English		
Whereas:	An election to fill vacant positions was held and ratification is required by governing documents.		
BIRT:			
Result:	All uncontested positions held, Umer voted in for 2nd year Software year rep		
Discussion:			

## 7. Executive Updates

### President:

- Lots of meetings.
- By-elections.
- BOD.

### VP Internal:

- uOEC - registrations are now closed, we have 11 teams total competing (we had 12 but one dropped out). Working on finalizing judges and competitions themselves - thank you to the OC for their hard work
- Subassociation presidents: only one responded to my lettucomet to schedule a meeting (thank you). Not sure why, but please get in touch ASAP, I have some discussion items.
- Printer ink for the office has been ordered. We are implementing a 20 page limit on documents printed at the office to save on paper and ink.
- UOEC is next week, volunteers needed. Registration at 9am, there will be food.

### VP External:

- Chose delegates and bought plane tickets for Canadian Engineering Leadership Conference. Decently under budget and confirmed that we did get all the EEF funding we asked for.
- CFES gun control motion: sent an email to vice-dean student issues; he said he forwarded it to the dean but haven't heard more on this, also sent one to UOSU VP advocacy, haven't heard back. The vote on this is November 25th which I'm pretty sure is the day before our next BOD.
- The CFES regional advocacy roundtable for Ontario is happening next Monday!
- FYIC happening next weekend, CDE happening the weekend after that.

### VP Finance:

- \*Chair has updated the group about the reason for the by-election, as the previous VP Finance has resigned\*

### VP Philanthropic:

- Finished off Oncology October, we raised around 4.5k but still finalizing numbers

- Almost got an Eng ball Venue and date confirmed just need to raise the budget a bit because of inflation
  - \*Asked that members reach out to them to help with fundraising
- Still looking for charity committee members (message me on discord if you wanna help out)

#### VP Social:

- Dusted confirmed.
- Planning Iron Ring Stag: 25 November.

#### VP Communications:

- Meeting later to add linktree description
- Meeting end of every month

#### VP Academic:

- Wine and Cheese got funded by the Faculty. But unsure if this will ensure a precedence for next semester. If the Faculty decides to skip out funding next semester, likely will raise a motion to remove the Wine and Cheese from the VP Academic Mandate
- Industry Night is Friday November 10th from 1pm to 5pm, come one, come all!! \*in STEM 117\*
- Seeking to create a commissioner role under VP Academic
  - Working on many projects
- Trying to implement new academic policies (with the hope of the new commissioner to aid in the process)
- \*Is currently interim; will be running for the official role this upcoming by-election.\*

#### VP Equity:

- Drag Queen Event (November 20th from 7:30-9:00 pm - international day of transgender remembrance) with CSA (will be going through signing officers)
  - With EngiQueers? Sent message to Ethan
  - 5 Drag Queens interested
  - Tickets \$5 - Proceeds would go to Egale (organization striving for equity and inclusion of queer Canadians)
  - More details to be finalized (Meeting to finalize Sunday)
  - \*CSA looking for ~\$300 from us
- Working with Markos on Mental Health Panel and Diversity in Engineering Gala

- More details to come
- Waiting on confirmation from Ottawa Therapy Dog for best date (will know soon)
- Patches (Barbie themed “Gaslight, Gatekeep, Girlboss”)
  - Getting designed and ready for printing (will be going through signing officers)
  - In collab with WIE x WISE
- 

#### VP Services:

- Ordered new patches which will be in later in the month, looking to reorder tote bags and order new t-shirts once budget increase approved due to inflation
- GDC applications closed yesterday, there are 6 applications
- Patch sewing night is scheduled for this month: Thursday 23 November

### 8. Subassociation Updates

#### a. MESS

- Having a student exam bank with VP academic, but was turned down because CHESS had it and got in trouble for sharing notes and practice exams
- Nov 17th there will be MacLaren night (pool bar)
- ESS Olympics - can it be brought back? VP social messaged ESS but waiting for reply. ESS has replied, communication under way.

#### b. CHESS

- Sent delegation (11 students) to CCEC Calgary
  - Plant design team competition, 3 submissions to Robert G Auld Paper competition, one of whom came in 2nd, (congratulations to all participants!)
  - 2 ChESS execs attended CSChE student chapter meeting, leaving with good ideas for the upcoming year, excited to share with ChESS team and students
- Brewery tour at Flora
  - Saturday Nov 11th at 1PM
  - We have some spots left (!) \*you do not need to be a chem eng student to join/sign up\*

#### c. CSCE

- Prepping for Troitsky, we have 3 teams going this year (February at Concordia)
- Finally figured out finances so we at least now have a vp finance
- Working to figure out the rest of the exec team still

#### d. IEEE

- Logistics



- Finally concluded our 2023 AGM after 4 sessions, should be sailing smooth now
- Filled up a vast majority of our positions through by-elections, only missing Photonics Chair + Vice Chair and First Year Commissioners
- Finances
  - Applying to some grants for the 2023-2024 term
  - Got approved EEF funding for some events
- Events
  - Have been collaborating with other sub-associations for the Industry Night coming up
  - Getting ready for the fall finals Cookies 'n Cram sessions
  - Working on some workshops and social events coming up for the last bit of the fall term and the start of the winter term
- Nyah asked if IEEE was going to handle the interdisciplinary program; Juan finalized that Mackenzie would be the best fit to answer the question; Mackenzie responded that it would need to be motioned through BOD to have IEEE handle it.

## 9. BoA Updates

- Nothing in particular right now: General assembly is November 12th at 10 am, Board of Directors is the 19th at 12 pm.

## 10. Business Arising from the Minutes

## 11. Motions from the Executive

<b>Title:</b>	<b>Motion to update the budget</b>		
<b>Mover:</b>	<b>President</b>	<b>Second:</b>	<b>Domenick</b>
<b>Language:</b>	English		
<b>Whereas:</b>	The budget will be updated according to the lines on “October Updates”: <a href="https://docs.google.com/spreadsheets/d/14dS-vyagveKd-uJAvr8MikiEvirwLyCYms6AXYZPJ-o/edit?usp=sharing">https://docs.google.com/spreadsheets/d/14dS-vyagveKd-uJAvr8MikiEvirwLyCYms6AXYZPJ-o/edit?usp=sharing</a>		
<b>BIRT:</b>			
<b>Result:</b>	<b>23 for vote, vote passed</b>		

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<b>Title:</b>	<b>Motion to update the budget</b>
<b>Discussion:</b>	<p>Mackenzie:</p> <ul style="list-style-type: none"><li>➤ CDE Delegate fees increased to \$904 (+\$224),</li><li>➤ Eng ball to add \$9000 due to inflation (CSSA has Account payable of \$9000 to us from past ticket sales.) (Bottom Line Unchanged),</li><li>➤ Services (Net bottom line increase of 238.42):<ul style="list-style-type: none"><li>○ Tote Bags (Increased expenses (by \$95.06) but expecting to sell the same amount)</li><li>○ Shirts (Increased expenses (by \$143.36) and looking to sell 50% of new shirts at \$20+tax and 3 of old stock at same price).</li></ul></li></ul> <p>Domenick: \$9000 is what CSSA owes us from last year.</p>

## 12. Motions from the Board

<b>Title:</b>			
<b>Mover:</b>		<b>Seconders:</b>	
<b>Language:</b>	English		
<b>Whereas:</b>			
<b>BIRT:</b>			
<b>Result:</b>			
<b>Discussion:</b>			

## 13. Varia

## 14. Notice of Motions

## 15. Adjournment

<b>Title:</b>	Adjournment		
<b>Mover:</b>	Executive	<b>Seconders:</b>	Ryn
<b>Language:</b>	English		
<b>BIRT:</b>	The agenda be adjourned at 12:06 PM		



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<b>Result:</b>	<b>Unanimous consent</b>
<b>Discussion:</b>	Mackenzie is still the shortest member, song chosen was “if I had the wings of a sparrow...”

## **16. Next Meeting**

The next meeting of the BOD will be November 26 at 11:00 am.