

## **ESS Officer Meeting Minutes - Comptes Rendus des Réunions des Officiers.ères**

**Date: February 8th**

**Link: <https://meet.google.com/hcr-pkee-cqd>**

### **Officers Present - Officier.ères Présent.e.s:**

- VP External - Leila (she/her/elle)
- VP Academic - Anna (she/her/elle)
- VP Social - Mackenzie (she/her/elle)
- VP Philanthropic - Bowen (he/him/il)
- VP Services - Ben (he/him/il)
- VP Equity - Heidi (she/her/elle)
- VP Communications - Kaitlyn (she/her/elle)
- IT - Emma (she/her/elle)
- Sports - Yasen (he/him/il)
- Sponsorship - Abbey (she/her/elle)
- Translations - Vacant (until the end of this document!!!)

### **Officers Absent - Officier/Officières Absent.e.s:**

- VP Internal - AJ (he/him/il) [class]
- President - Julian (he/him/il)
- VP Finance - Zahra (she/her/elle)
- Social Media - Alannah (she/her/elle)

### **Land Acknowledgement - Reconnaissance des terres**

## Updates - Mises à Jour:

President:



VP External:

- CELC happened
  - No delegates from uOttawa will be sitting on IRCs for the foreseeable future until the policy surrounding it gets more fleshed out
- CALE happened, changes to the PEO EIT and P.Eng program are coming, would love to hear opinions on it from everyone
- CSE is coming up and everything should be planned except just going there
  - Final travelling conference of the year
- NEM is next month, please send me ideas for events you would like to put on
  - Thinking of putting on joint dodgeball tournament with Carleton and a trivia night afterwards?

Manager of Sports:

- As Leila mentions, thinking of dodgeball tournament with Carleton and trivia night afterwards
- Two one-day tournaments coming up: basketball and volleyball. Registration opens in a few weeks
- ESSCO Eng Hockey being planned in Guelph for March 23-26, will need a hockey commissioner because I have no clue about hockey
  - Mackenzie Gillis (1st year) interested as she's had experience playing, coaching, and refereeing hockey
  - 20 players needed, may have to reallocate funding from rugby to hockey

VP Finance:



Manager of Sponsorship:

- Gave out holiday cards; was very under budget so ty Costco
- Working on getting eng ball sponsorships: Keller gave us \$500 and prep101 gave us 5x free prep sessions to auction off (\$79 + hst each)

- Reached out to Prep101 and got \$600 for 3 instagram posts/reels (gave them a discount to thank them for eng ball donation and also keep them coming back because its easy money for us!)
- Already planning next lunch & learn with NBC for late March; looking into food options that aren't pizza to make it more enticing:
  - Potential for Kettleman's bagels

#### VP Academic:

##### Morale night

- Morale night happened in early December, with free 3 brothers food for students during exams

##### Industry night

- To take place February 16<sup>th</sup> in STEM 117 (tabling) and STEM 224 (presentations)
- We have 7 companies, with three sponsorships totalling \$1000. We are working with ChESS, CSCE and MESS
- Planning industry made me renew ESS' VEMS credentials (something to keep in mind for next year)
- Catering has been paid for
  - Ty Julian Mackenzie and Zahra <3

##### Wine and cheese

- Will take place March 18<sup>th</sup>, please don't plan anything overtop.
- We will work with the faculty to pay after the event. 400 students are expected (up 100 from last semester)
- Will ask EEF for funding again  
The form went out this week – fill it out and mark it in your calendars.
- Wine and cheese is the next priority. That will need a VEMS request as well. We will need to be creative with the food since last semester was only 300 expected and this semester it is 400.
  - How do we feel about going to the faculty directly for funding?  
Especially since there is a cap on EEF funding
    - Ben: go to the faculty if possible!
  - The date is March 18<sup>th</sup> – does not compete with Eng Ball
- Been working with Hack the Hill

#### VP Philanthropic:

- Planning eng ball
- Dietary restrictions, seats, logistic, booked the photobooth, coordinating with the venue
- Met with the dean, we talked about the budget and how faculty can help. Dean is very nice

- Next Friday is the last day to buy/sell tickets!
  - Make sure to ask for dietary restrictions and tables because the form already went out

VP Communications:

- sent mailout last week engagement is looking good. Please fill out <https://forms.gle/eG8Fj3w7gQT452qn8> to have your events in our mailout
- working on the next one to go out next week
- decided to do two free engball tickets as a giveaway since we have the budget
- looking forward to helping out heidi and Alannah with the podcast
- helping out eng ball by sending out emails for the silent auction
- i've also been helping out with hack the hill on the marketing team working on posts and captions for the instagram

Manager of Social Media:

- Usual reminders to have advertisement info in asap
- Eng ball ticket giveaway posted, selection process tbd and will look into potential randomized selector
- Make sure people sign up for square confirmation receipts for Valentines events and get them to do the survey!!
  - Get a lot of dms worried if they have confirmed ticket purchase or not

Manager of Translations:

- Go Heidi go!

Manager of IT:

- Updated office hours again
- Updated our team (still no photos uh)

VP Internal:

- OEC happened last month-1 team heading to CEC, getting their applications+travel sorted at the moment. Huge thanks to Ben for the design+orders of our hoodies! Huge thanks to Mackenzie for attending and helping take care of the OEC kids for the weekend!

- Getting office supplies+snacks for our office soon, if you have suggestions pls put them down on this list and I'll try to get everything "feasible".  
<https://docs.google.com/document/d/1s-rzTt1Uet8J14sPhPKkaTvMAiS8E1WyAxhcBZMMzn0/edit?usp=sharing>
- Planning events for March (NEM), if you want to collaborate for any events pls message me so I can work stuff out sooner than later!!
  - @ Leila ?

#### VP Services:

- assisted AJ in acquiring uOEC merch and OEC hoodies
- received and distributed Engineering leather Jackets to students, 1 left!!
- made sure export leather receives remaining balance on jackets
- Graphic Design Committee biweekly meetings have started again after Holiday break
- Final cut off date for lockers was posted, want to talk about it more in discussions
- Stuff for officers jackets was posted but want to discuss when more people are here
- Going to help Yasen with Eng Sports invoices

#### VP Social:

- Held my studymas event in collaboration with a few other rsg's and clubs.
- Assisted AJ with OEC last month.
- Went to the EngiQueers conference and learned about governing and holding events.
- Planned a Nursineering Valentines event. Everyone should buy a ticket if you haven't already!!!!!!
  - Fill out the survey: <https://www.surveymonkey.com/r/D68YR7M>
- Trying to do Guerre des Tuques
- Helping Bowen with Charity Auction
  - Gotten a bunch of patch donations woohoooo

#### VP Equity:

- Working with CCGSD for drag show part 2! + scheduling coworking session with their marketing person
- Engiqueers conference (hi gay!)
- Collab event with NSBE on Saturday
- Working with EWB for a workshop (CEED + ESS multiverse)
- Equity report on website?

- Do not hesitate to come to me if you are struggling, having a hard time, etc. I am here to listen and help!
- Associate Minister of Women's Social and Economic Opportunity speaker event, does anyone want to come??
  - Feb 14th from 9-10:30am! Location TBD (hit Heidi up)

### **Discussion Items - Éléments de Discussion:**

- How to handle lockers for this semester? Do we cut locks? And how should we reclaim fees? (currently \$5 to get items back and then \$15 if they also want the rental for rest of semester)
  - General consensus = just charge \$15 if they want their items + locker rental
  - Ben will pin a procedure for locker stuff in the services discord channel
- Teamplayer discussion
- Breathing exercise

### **Motions**

- Motion to vote to elect a manager of translations based on this document provided by the previous VP Comms: [Manager of Translations Candidates](#)
  - Candidate A: 8 votes for
  - Candidate B: 0 votes for
  - Abstentions: 1 (Mackenzie)