



ESS-AÉG

Engineering Students' Society
Association des Étudiant(e)s en Génie

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

Date: Nov 16th, 2021 @ 7PM

Link: <https://us06web.zoom.us/j/88597114893>

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

- President - Chloe (she/her/elle)
- VP Finance - Nicholas (he/him/il/lui)
- VP Internal - Sally (she/her/elle)
- VP External - Kayla (she/her/elle)
- VP Academic - Abebi (she/her/elle)
- VP Philanthropic - Julian (he/him)
- VP Communications - Kaleigh (she/her/elle)
- VP Services - Izzy (she/her/elle)
- VP Equity - Antonia (she/her/elle)
- IT - Justin (he/him/il)
- Sports - Adam (he/him/il)
- Sponsorship - Maya (she/they/elle/iel)
- Translations - Ayan (she/her/elle)
- Social Media - Lilly (she/her/elle)

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

- VP Social - Anjaliya (she/her/elle)

Land Acknowledgement - Reconnaissance des terres

Can Nich do a land acknowledgement?

<https://www.cbc.ca/news/canada/new-brunswick/tobique-neqotkuk-first-nation-wind-project-1.6232553>

Updates - Mises à Jour:

President:

- My flights to CELC are booked!
 - EEF will be paying for them
- I'm gonna need to ask for ESS money for CEC in case EEF says no, will do for next BoD
- Did things idk brain smooth
- Our last officer meeting this semester will be Nov 30th because i am NOT DOING THINGS DURING FINALS nor do i expect any of you to
 - If we have a cute morale event though i'll come
- If you need me lmk, a tiny bit overwhelmed this week because it's CDE this weekend and also CELC registration closes friday so i've received an average of 57 emails per day just on my VPS email
 - Aka don't talk to me unless u really need me please lol until sunday night
- I may have bullied people into bidding for CFES PM 2023, maybe, we'll see, hehehehehe

VP External:

- CELC stuff is happening
- CDE this weekend
- FYIC next weekend

Manager of Sports:

- Discussion Item

VP Finance:

- Alae from IEEE and I have been bullied into bidding for CFES PM 2023 :)
- Money is indeed moving
 - Revenues: levies \$46,260.72, square :)
 - Expenses: Subassociation levies (minus CSCE because they only do cheques), Dusted, CELC flights, uOEC+various internal expenses
- Audit progress is a bit slow since it's been busy for the last 2 weeks

- My first PRT went well, biggest item was UOSU wants to draft a Memorandum of Understanding (MOU) with RSGs
- Last BoD budget not yet translated. Let me know if y'all have friends in "Lettres Françaises" that aren't busy otherwise I'll work on it during the weekend
- EngBall Sponsorship package to be drafted (hopefully this weekend)
- Class talk happened in professor Mao's GNG1106 class yesterday
- Can I end office hours early for IEEE EngiBeering? Would y'all be okay if I did 5:30pm to 6:30pm or 5pm to 6:30pm?
- Reminders:
 - Expense form can be found here: <https://www.essaeg.ca/resources/important-documents>
Under General>Forms
 - Expense form can also be found under #reimbursements in discord
 - Budget lines are not meant to be transferred to other budget lines

Manager of Sponsorship:

- Possible December 2nd NBC webinar 12pm-1pm

VP Academic:

- I went to UART meeting nov 9 but not nov 11 (couldn't go sorry)
- I email profs about research night and still wait for reply. Oh, I got a couple of replies. So discussions are still going on with profs
- ???Should we send something like a gift to profs at the end of the event? I personally think it will be awesome since they give us their time
- Class talk plan on nov 17th
- ???Fulcrum response
- We're still working on the library with Julian
- Receive 2 complaints from chg 3rd year students and address them to the Dr Labrosse.
- Will probably have a meeting with Dr Labrosse during this week tomorrow

VP Philanthropic:

- Trivia with CHRA Thursday!
 - Sold out but we're hopefully getting another table or two (but CHRA gets first dibs)
- Winter Holiday Candygrams

- I should start prepping this in the next week or so. Anyone wanna help? :)
- Eng Ball
 - I have the venue agreement ready to sign. I'll send it to y'all? It's super reasonable and I probably won't have to pay

Nich: Signing contracts, ESS or Person dealing with it

- ❖ UNSA x ESS Event for Valentine's? One or two other people have had ideas for that time, so I'm not sure

VP Communications:

- Class talk done yesterday
- Posts & mailouts continuing as usual

Manager of Social Media:

- Posted Toni's intro on insta
- Will post Abebi's next Monday
- Did my class talk yesterday, it went well! :)
- Cottage springs partnership opportunity - I have a friend who is a rep for cottage springs and she was wondering if we wanted some cottage springs for an event (Idk much about it but could inquire further if it's a possibility)

Julian: sponsor?

Manager of Translations:

- No updates.

Manager of IT:

➤

VP Internal:

- uOEC done, faculty thinks it's a bop
 - Jaques Beauvais wants Izzy's pic to send out on the faculty newsletter, Knox wants to help plan it and make it more serious, challenging, and have better involvement
 - Timothy Lethbridge wants us to fill out and help promote surveys and feedback on student involvement and how to help improve it



- Budget for uOEC finalized, reimbursement form ready to submit (waiting for logan's account amazon receipts to submit as proof for some stuff. Issue with catering payment resolved
- Will assemble cute "thank you" packs with chocolate, boursin, crackers, and eng dad hats to send to the professors who helped judge -- volunteers will be appreciated in volunteer appreciation
- Found out a team cheated, and they did it badly too, will send them an email disbarring them from participating in uOEC and demote them to 3rd place so even chances of first place not making it to OEC won't have them go instead
- WE GOT OFFICE CHAIRS! Only one assembled though, there isn't room to assemble all at the same time
- ESS Coffee soft open later this week? Will help others during their office hours get the hang of it and in case we have big turnout it'll help us manage it -- Can ESS Coffee count as event? Maybe if we do extended hours
- Office and dungeon cleanup. Please empty old exec stuff from cubbies, claim a water container or it will get donated, storage is ok for personal items, we should try to keep our place as organized as possible + maybe invest in more functional storage once we get rid of whatever mess is there right now
- Planning to book A04 for ESS Study Cafe, maybe it can test run our "library" as well by providing usage within the room/event. Either costco baked goods or Red Apron muffins + scones since everyone loved them so much
- Sent a LettuceMeet to sub-association presidents, hopefully can do a small meeting before term is due. If anyone wants anything in specific to be addressed please send it over I want accountability and transparency to be the outcome of the meeting
- Reached out to Rafi for old uOEC patches (thank you ben for pointing it out), found out the receipt went in the audit without Rafi actually filing for reimbursement, he has now been reimbursed, we have the patches (to say there a lot is an understatement), and will be contacting old contestants and mailing them out their patch if they're outside of Ottawa

VP Services:

- Sweaters are in, sized, sorted and live on the website!
 - We have a cute Holiday Gift Guide page for the next few weeks
 - Sales are steady even without advertising - told Comms Team to promo at their own leisure but I need to edit a few more photos



- If you want to be photographed in merch, let me know because I am flexible
- Helped out at uOEC and took some fun photos
 - Will send them to Sally at some point this week after I sort them
- Exec Jackets for Toni and Abebi are both still in the works
 - Super low size stock on the supplier end, next restock is scheduled for late December or early January, I apologize :(
- Graphic Design Committee will be contacted this week to start brainstorming for a W2022 merch drop
- ESSCargOt Patch
 - I've adopted Ben and Nich's passion project, do we like it because I will order it while The Studio is having a sale
- I have yet to do a class talk because life is chaos but it's gonna be fiiiine -.-

VP Social:

- DUSTED happened and was a little stressful so thank you to everyone who helped with check-in for wristbands
 - Few bumps in the road. I am stuck on the location aspect: most people enjoyed the flexibility to go home when they needed and not having to wait for buses since social interactions are hard rn but people saying they wish it was further so am a little confused
 - Saw a few new faces at DUSTED which was nice, hoping we intrigued some future engineering involvement
 - Patches have been ordered and are super cute and will likely be in for December 2-9th so pickup whenever tbh
- Battle of the STEM is next week; super chill for us since we're just contributing to buses and people pay for their ticket
 - Will probably need to leave the event early but again that's fine it should be a relatively easy event
- Let's Get Festive tentative to happen first week of December, we are just struggling to find a venue currently
 - At worst, it'll just happen in CBY basement, with holiday sweaters, holiday karaoke, makybe eggnog and gingerbread
 - To make it hybrid I was thinking of having a holiday movie play online on discord or zoom so people can still participate if they're not in Ottawa

- Was reached out to from the uOttawa Law Students Association about an interfaculty event in January
 - Their dates are January 14-15-16 or January 21-22-23 which honestly is just too close to Frost for me to think about and I don't want to wear myself too thin
 - Is it a sports competition with after parties, so Adam if you want to take it on, they're asking for \$100/person and 30 students/faculty and this is me passing it on to you because I'm overwhelmed

VP Equity:

- I started up the equity round table, our first meeting will be tuesday nov 23rd at 7:30. Gonna make an agenda for it this weekend
- Started thinking about my events, for the diversity one ik I wanted to do another antiO training that is open to all, so that not only officers get access to this. And we can encourage BOD members to go, to increase participation too, so I might start looking into doing that.
 - It's already mid nov though and i don't think i can get it planned for before dec and i don't want to do it in dec cause exams, so both my events may end up happening next semester
 - But that also gives me loads of time to plan some amazing stuff!
- For the mental health event, I was thinking that VP equity should actually do a sustainability event instead of mental health since academic already has morale nights and such, and we don't have a lot of sustainability stuff in ESS besides the small things each exec does (like the awesome frosh kits anjie made with sustainable items like metal straws and bamboo forks). Ofc making a position wasn't gonna mean it was gonna be perf right away, but until a change can be made in the constitution, i was thinking of just making my mental health event a sustainability one that is disguised as a mental health one? Like a two in one event.
- Gonna start looking into equitable items that ESS can invest in. It's not something I thought of before because when I talked to NEADS last year about ESS accessibility, all the things they told me were...free. But i'll start looking into this too
- I'm also gonna FINALLY make the incident report and accessibility event forms by the end of the weekend (hopefully ahhh)
- I'd like to do an accessibility thing on the website, where we post exact ways to get to the office (like a video from the front door or something)
- I'm confused about class talks...

Discussion Items - Éléments de Discussion:

- DUSTED Follow-Up (President & probably VP Social)
- Need to fix Sports Budget, No hockey and need prize money for Lol tournament

Motion to reduce all Hockey budget lines to \$0

Motioned by: President

Seconded by: Sports

Result: unanimous approval

Motion to make a League of Legends line with a \$150 expense

Motioned by: President

Seconded by: Sports

Result: unanimous approval

- Excusing Class talks for execs (Nich)

Motion to excuse officers from doing class talks if they wish not to

Motioned by: Nicholas Morin

Seconded: Julian Ward

Result: 1 for, 2 abstain, 8 against (President notably)

- Winter holiday online exec social?
- Can someone please go to the UOSU office to get our water guns back?
- Board game stock the office
 - Check used, value village, fb marketplace
- Kayla has a question

Nich motions to adjourn

Seconder: Julian

result: unanimous vote