

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

Date: Nov 30th, 2021 @ 7PM EDT

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) (probably has to leave early)
- VP Academic - Abebi (she/her/elle)
- VP Social - Anjaliya (she/her/elle)
- VP Philanthropic - Julian (he/him)
- VP Communications - Kaleigh (she/her/elle)
- VP Services - Izzy (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)
- VP Equity - Antonia (she/her/elle)

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

Land Acknowledgement - Reconnaissance des terres

Updates - Mises à Jour:

President:

- Did things but was very sick so tbh didn't do much
- Plugged ESS in a lab session, didn't actually talk but posted our website and insta lol
- Team bonding this sunday (dec 5th), diy breakfast made by the prez and our first lady
- This is our last meeting this semester, i'll check in early next semester to figure out availability for meetings
 - I don't expect any of you to do anything during finals & over the holidays
- Office hours are done as of Tuesday next week so we'll need to advertise that, if people wanna pick stuff up though I can go to campus pretty much whenever
- I've revised my mandate and I'm all good for this semester, roast me if u want i might just cry

VP External:

- Attended CDE
 - Toni was head delegate
 - Great event
 - Great uottawa representation
 - Attended FYIC
 - Sent 4 first years
 - Only really saw 2 there :(ul style="list-style-type: none;"> - Jordan Patsula made the short list of favourite delegates
 - VPX side of things successful
 - FECC is a WIP
 - As per meeting with EDO chair, will work with FECC for this OEC
 - Will reevaluate after OEC
 - Current consensus is against
 - Performative activism & ESSCO accountability big topics
 - ESSCO VPS is a mess
- Spoke to OA re OEC
 - He is going to follow up with OC & VPS
- CELC
 - Refundable tickets bought



- Elections for OA & CFES happening
 - Message me if interested or for more info
- CALE is a WIP
 - Want to speak to Dean soon
 - We got receipts now
 - Waiting to sign activity agreement
 - Lots of good ideas flowing
- Question about my mandate?
- Working with Adam is a dream

Manager of Sports:

- LoL tournament was a success
- So far i have paid for and registered three teams for intramurals (**Ultimate 14/14, soccer 14/14, Volleyball 9/14, dodgeball 5/14**)
- $\frac{2}{3}$ mandate parts done this semester just missing class talk
- $\frac{1}{3}$ mandate parts done for next semester

VP Finance:

- Pro tip: when giving cash prizes to multiple individuals, have ESS reimburse you so we can save the \$1.50 per e-transfer fee
- BoD prep is a great way to simultaneously prepare the audit so I got all the reimbursement forms and notes done. Audit logbooks and budgets are also complete.
- Roast my mandate. I'd like to see you try.

Manager of Sponsorship:

- Literally nothing, I was supposed to be doing another NBC event but I did not have time. (plz pity a second year dealing with paula and having other 3 other classes)
- ALSO HAPPY HANUKKAH EVERYONE IM GETTING FAT ON FRIED FOOD

VP Academic:

- Research night happens. Yayy!!!
- Will send gifts to profs who participate this week or next.
- Chess and Mess contact me and we will do industry night. Our first meeting to talk about it will be after finals.

- I have to start earlier just after finals to think about Industry night. I don't have many ideas. How to start a committee, I am really confused. Reese suggested that I talk to Ali since she ran it in presence before covid. Will do it!
- I will probably do coffee free + snacks for a moral event and movie night as well (idk if I will have the time for that since I start my exams earlier but I will see and do my best).
- I didn't do that much this semester but I will do better next semester and plan ahead for many events!

VP Philanthropic:

- Eng ball venue contract is signed and deposit is paid! (Thanks Nich for the speedy reimbursement!)
- Cabbage club in January?
- I dropped the ball so no Candygrams for Winter :'(
- I'm helping plan GOAT with Anjie and UNSA and talking to the venue. Thanks to everyone who expressed interest!
- I did my class talk to David Knox's (uninterested) design class just before their presentations

VP Communications:

- Same ol' same ol' with posts
- I still need to fill out my expense form for the uOEC instagram Ad ([Nicholas Morin](#) please yell at me if I don't do it by the end of this week) it was only like \$50
 - Will probably do another instagram Ad for Engball and maybe Industry Night?
 - If anyone has any other events they think are worth promoting let me know and we can talk about it (I think we budgeted like 300\$ for it so there's a ton of room)
- Have talked to Justin about the website, aiming to have it up to date by the end of this week (google calendar will be updated tonight)
 - Documents, and banner need to be updated
- Had some little french screw-ups with a post (maybe more than one post) that was sent to me already translated... My fault for assuming Ayan did them and not double checking before posting
 - Lesson learned and we grammar checked today's before posting :)
- Do we do a mailout during exams? (I say no because no info really to share and also kinda time-consuming for me but if y'all want one I can figure it out)



- Holiday cards are in my budget, the holidays have fallen upon us, I have not started looking into this yet
 - Are we getting a team photo and getting them printed or should I look into ordering a pack of blanks from amazon?
 - Who do we wanna send them to? Sponsors, faculty, other schools?
 - There is nothing about this really in the mandate, just in the budget, so I'm imagining it's pretty open-ended meaning I'm open to suggestions but would rather do them ASAP because yaknow school has got me about ready to drop out
- Mandate looks good for the next BoD :)
- Plan for Christmas break and early next semester...
 - Clean out instagram highlights (they're a little cluttered I started to do this but don't know if I ever finished)
 - Start a monthly calendar story like Elise did last year
 - Prepare a BoD feature for our story (if people are still into this idea)
 - Clean out my emails!!! (again)

Manager of Social Media:

- Couple things not completed in mandate
 - It's mostly fine
 - Didn't help with handbook because neither Kaleigh or I realised I was supposed to
 - Brought them to Ottawa so that must count for something
 - Haven't helped Izzy with designing merch but I will reach out
 - Haven't worked with GDC to design posts but Izzy and I decided that we're going to just leave it to Kaleigh and I for now
- On CO-OP next sem so will definitely have more free time to focus on everything
 - Going to brainstorm about projects / fun things to do
 - Feel free to reach out for anything you need extra hands with next sem because I will be looking for things to do lol

Manager of Translations:

- Translated budget
- Please don't reach me on Discord, it barely sends me notifications and I don't know why! Send me a message on messenger letting me know you sent something to the Translation email.



- For pre-translated posts that you guys do yourselves, please send them to me for approval before sending it to Kaleigh.
- Mandate:
 - haven't translated meeting minutes (BOD) yet, will get to it this break!
 - Class talk in french - done!

Manager of IT:

➤

VP Internal:

- I'm tryna book busses to OEC
- did anyone hear anything from OEC or should I pester them now
- haven't personally heard back from Dean or France, but France did pass by the office and I think they're starting to put in the work? idk I wanna be more involved in it
 - feedback form on what people want on campus/in buildings/how things can be more interesting and accessible
- should send out feedback forms for uOEC profs and volunteers and participant to help improve next years
 - maybe even list the proper contacts for room booking people :')
- Abebi wants to do coffee study night but I wanted to do coffee study night but technically if it's morale it's under her mandate I shouldn't monopolize the coffee
 - all 4 mandated events next semester, none of mine are mandated to certain semester other than NEM stuff w faculty
- Might be MIA w exception of office hours cause exams, will keep eye on emails though, @ me if u need me on disc or email
- Technically tried to do my class talk, Maya dragged me to her class and can vouch for me, class that day was a bit messy

VP Services:

- Packed some orders :)
 - Square stock should be pretty accurate
 - Taking orders until the last day of our office hours because exams - will post a notice on the store website
- ESSCargOt patch coming in next week <<<<3333

- Still waiting on Officer Jacket stock and other product that I want to tackle on
- Meeting with GDC this Friday and next Monday and everyone seems very lovely!

VP Social:

- Let's Get Festive This Friday [CBY A04 7pm]
 - Pls come, we have gingerbread houses & ugly sweaters
 - Ben is helping me set-up karaoke
 - Am making a little brochure of the different holidays during the winter
- Frost Applications should be going up sometime before finals
- Julian has been planning GOAT for December 22nd because I will not be able to go/just do not have the energy
- Frost overall is coming along slowly but surely.

VP Equity:

- The Equity Committee, mentioned at BOD, went well!
 - I have money budgeted for it, i was going to use it for foods for if we have in person meetings, I'm thinking I may use it for potential shared event with clubs
 - Tbh i probably have enough for both, but just letting you know where that money is going now, id does not affect budget though cause the line is just called "equity committee" and it still falls under that
- Accessibility forms, lemme teach y'all a little something pls
- Finally had an ERT (this is the second one this whole year, v bad)
 - Chatted about the protection services, new health services next year
 - In terms of protection services, if you guys have any opinions on that (I can touch on it rn too) lmk, i can take it to Sana, she is more powerful voice than us as UOSU member and can use that
 - We also talked about reset policy for first year courses, there is an open letter (link) it is not finished and so should NOT BE SHARED with anyone, I asked for permission to share with you guys, if you're bored, give it a read, lmk what you think/what you would change and i can take it to Sana
 - https://uosu-my.sharepoint.com/:w:/g/personal/deputy-ue_seuo-uosu_com/EaFanP_Qkt9Bpo3f_-ncBP8BnS1wdtXJP-ct1rcBwDUOcg?rtime=hSp22WCz2Ug

- Making a “how to reach the office”, as i'm writing these notes i am in the office, if i remember to do it today on the way out, great. If (most likely) i forget, i will do it during my wednesday OHs (the filming/pics)

Discussion Items - Éléments de Discussion:

- Need to prepare for exec mandate accountability esp since BoD called for it
- Improving awards and scholarships procedure **(tabled)**
- Proposition to creating an organizational template for Google Drive so next years have an easier time tracking stuff and knowing where things are
 - shared ess drive of website content (post sometime, post asap, past posts in case stuff get lost) **(tabled)**
- Event Advertisement (by VPX)
 - Try to advertise at least a week in advance please
- Importance of proper minutes (by VPX)
 - We suck at taking minutes
- Forgot to add trivia #3 donation to budget (also, too many polls on monday) (VPFinance)
 - Nich: Motion to modify Fall event (in Phil budget) to make it trivia night 3
 - Revenue to \$140
 - Costs to \$0
 - Donation to \$140 (expense)
 - Julian seconds
 - Result: passes unanimously
- Can we reiterate to BOD reps that they're expected to find a proxy if they can't make it to BOD? I'm willing to impeach people who've missed 2 consecutive meetings (VP Phil)

Motion to adjourn
By Julian
Second Nich