

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

Date: Nov 2nd 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 Academic - Abebi (she/her/elle)
- VP Social - Anjaliya (she/her/elle)
- VP Philanthropic - Julian (he/him)
- 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)
- 101 Week - Ben (he/him/il)
- Social Media - Lilly (she/her/elle)

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

- VP External - Kayla (she/her/elle)
- VP Communications - Kaleigh (she/her/elle)

Land Acknowledgement - Reconnaissance des terres

Updates - Mises à Jour:

President:

- UOSU Prez basically promised we'd get levies before Nov. 15th
- BoD next weekend
- That's all :)

VP External:

- CDE November 19-21
 - Sending all delegates
- FYIC November 26-28
 - Will miss next BOD
 - Sending 4 delegates
 - Waiting on invoice
- CELC January 2-8
 - In person
 - Hosted by MUN
 - Sending 4??? delegates
 - purchasing flights once delegates are picked

Manager of Sports:

- No updates

VP Finance:

- Audit draft started, everything starting November 1st is part of audit #2
- Only 6 reimbursements/transfers out in October, Largest ones being CAD\$4440.83 for hoodies+crewnecks and the final CAD\$720.00 for Software for Love.
- Transfers in are Square sales and Square invoice payments
- Intramurals invoices almost all paid, 3 left.
- Levies for fall expected before November 15th
- Budget amendments including merch and morale event to be ratified at BoD
- VP Equity Budget to be presented at BoD (we can also preview here if meeting isn't too long)
- Ah yes, PRT tomorrow

Manager of Sponsorship:

- Direct Deposit Sent to NBC

- When to meet complete (i love you guys)
 - New time is Thursday 12-1
 - Probably some time at end Nov. to beginning Dec.
- NBC Patches have been asked for
- NBC never answer emails and i want to cry <3

VP Academic:

- Had a transitions meeting last week with Jose
- Talking about Budget with Nicholas
- I am planning doing a Speaker Night on November 20th TBD (tentative date to change to Weekday to increase attendance)
- Regarding email with Fulcrum: met with Jose and he was thinking about writing some articles that are related to the ESS' image but the consensus currently seems to be postponing
 - Want to wait a little while until there are more concrete things the ESS has done

VP Philanthropic:

- Drag night November 5 (Friday) with a bunch of RSGs!
- Trivia November 18 (Thursday) with CHRA
- Eng Ball planning
 - I got an email from the Bilingualism Centre about co-hosting a gala in March, but I'm stubborn on having an ESS-solo one
 - Still haven't heard back from the Eng Ball venue. I sent a followup email. If I don't hear back by Friday, I'll email the Marriot back
 - Need to start finding sponsors for Eng Ball
 - Thinking about making Makonsag the recipient of donations
- Wanted to double check what our first year reps were before doing class talks

VP Communications:

- Posting and mailouts continuing as usual

Manager of Social Media:

- No updates

Manager of Translations:

- No updates:)

Manager of IT:

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VP Internal:

Things I shoulda done before this meeting, if I missed doing any of those things you can withhold my share of 🍊 juice in office

- mail-out and IG posts specifically for uOEC should be out! (thank you chloe and lilly <3)
- (in-progress) report detailing safety and operations of uOEC in STEM should be sent to vice-dean
- made contact with potential (hopefully they all say yes but I have backups) judges
- I should amend budget for new office chairs and actual price of sneeze guard acrylic (was gonna go out and buy it but I'm sick but it been picked out and it's in stock at home depot)
 - budget amendment for gift baskets for participating profs
- Will trust izzy's best judgement for patch despite the 25 different ideas i threw at her, theme is space
- contacted catering + refreshment providers for uOEC (i have not yet i will email them tonight im so sorry)

VP Services:

- Sweaters and crewnecks have been paid for and delivered!
 - Will get them on the store ASAP, thank you Nich for that speedy payment, John was very happy
 - No square sales please until I input the sizes and stock into Square
- Officer Jackets for the new VPs are in the works
- Will have a DUSTED and a uOEC design by the end of the week
- Graphic Design Committee applications go out this week
- I can't secure stock of pretty coloured merch (i.e. t-shirts) so please hold until I can for new orders
- Patch sewing night on Thursday November 11th, 7pm just before DUSTED weekend :)

VP Social:

- Slight email issue so it was changed to socialexec@uottawaess.ca
- DUSTED is happening November 13th 8:30pm!!!
 - Will be making a covid-19 waiver.

- Proof of vaccinations is mandatory and will be checked by the venue + a contract tracing form will be asked for each attendee at the venue
- Promo for Battle of the STEM Laser Tag will be made by SSA and shared to us to repost (it's Nov 25th)
- In the process of making frost applications that will need promo soon
- Looked into some venues for Frost Planning (Quebec hasn't lifted restrictions yet so I am on a slight pause, but have two tentative dates of 5 confirmed for the frost schedule)
 - Camp Fortune won't take us a skiing on a weekend so I'm thinking of having a Friday ski-day event; let me know your thoughts
- Looking into ordering Kit items -> let's discuss
- "Let's Get Festive" with Comp Sci and Science tentative December 3rd
 - The idea would be to have a holiday themed party that can encompass the multitude of holidays that occur in the winter to be inclusive
 - Karaoke, Eggnog, Photobooth = the classics

VP Equity:

- Same as before, waiting for ratification to start stuff :)
- Did my budget with nich
- Went to nsbe general meeting, they're awesome
- Missed the WISE general meeting because of school :(

Discussion Items - Éléments de Discussion:

- Would we support Kayla bringing a 6th delegate to CELC?
 - we have lots of good applications already and lots of money
- Tuesdays at 7 no longer work for Julian. Possible new meeting time?
 - Fill this out asap please: <https://www.when2meet.com/?13504278-hwn5x>
- Frost Week Budget for Kit Merchandise
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- Let's Talk DUSTED
 - 80 people minimum, no maximum
 - Will have covid waiver, makes sure no one has symptoms
 - Higher risk event, would like to control the ticket sale



ESS-AÉG

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

- No one gets a ticket unless they give in a signed waiver
- Anjie will control ticket sales
- People can buy up to 5 tickets, but you'd need to bring the 5 waivers for everyone
 - It'll be available online

➤ Equity Budget

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