

## **Officer Meeting Notes 5/28/2013**

### **Notes:**

THE CUTOFF TO SUBMIT REQUISITIONS FOR 2012-2013 IS **JUNE 7TH.** (ASUCR)

please get all requisitions to stephanie

if you have an online purchase, please also include a bank statement with online receipt

Brenda - laser tag (*please sign! :D*)

Danielle - printing?

Rachael- SWE Notebooks

Banquet and Professional Development Conference reimbursement?

### **OFFICER TRANSITION DOCUMENTS - Due June 30th**

Please have your documents to hand down ready asap.

1. President (Done)
2. Vice President
3. Secretary (Done)
4. Treasurer(In Progress)
5. Professional Development(In Progress)
6. Social
7. Webmaster (Done)
8. Outreach
- please work on these! :)

### **Upcoming Events:**

#### **Student Organization Awards Ceremony**

- MONDAY, JUNE 3RD, from 6-9pm, in HUB 302
  - Someone go to see if we won anything!

#### **LC Meeting 5/30/2013**

- we need a couple people to attend
  - Email Camila telling her we can't make it because of our general meeting.
  - Give her the details she wants
    - i.e.: set up time, ticket sales (Done)
    - Rachael 10 tickets, sold 3
    - Brenda?
    - Danielle?
- same day as our general meeting
- How are we doing on ticket sales?
  - Camila needs an estimate

## General Meeting 05/30/13

- 7PM WCH 205/206
- VocaDemmy
  - yay gene! absolutely
    - need to respond to him via Facebook
- What kind of theme?
  - fun/ social
- What things should we mention?
- Water Day
  - June 1st 11-2 pm (Officers set up at 10am; clean up until 3pm)
  - A-I Grass Hill
  - IEEE handling food
    - who has a food permit?
    - <http://www.ehs.ucr.edu/environmentalhealth/foodpermit.html>
  - activities
    - water balloon fight
    - watermelon eating contest
    - football, soccerball, volleyball
  - tentative reservation. Just applied for the event liability insurance.
- Advertise Big Bear Retreat
  - open to members- more the merrier
- Sell Banquet tickets
- sell shirts
- Present internship opportunities
  - does anyone know of any?
  - ScotJobs
    - professional development → present?
- cake and Jell-O, Costco churros
  - brenda will do jell-o cubes. o:
  - get food at four thursday
- survey of year
  - lets create/print a survey
  - What kind of events did you like-any suggestions?
- advertise national membership
- advertise national conference-Baltimore, Maryland Oct 24-26, 2013
  - Public Relations!
    - try to think of something to advertise? ;D
- ice breaker - charades

## **Fundraising**

- Tabling for orientation

snowcones?

## **T.V. Tapings**

- over the summer
- fundraising for conference
- Incoming Treasurers, get info from Stephanie
- Fundraising Ideas?

## **Officer Transition Dinner 05/30/13 After the General meeting**

- BJs
- time?
  - 845

## **Big Bear Retreat June 19-21**

Who can go?

please make sure you've filled out the doc

Please sign in on the signup sheet

## **Graduation Leis**

- started making them
- sell leis/have people order them at general meeting
- lets re announce this to LC on thursday

## **Questions?**

SANDRAAAAA<3

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Meeting adjourned: 7:45pm