

To be discussed October 28th:

Attendees:

Alison Trimble
Lisa Munro
Melanie Veltman
Alana Cordick
Rupi
@5:30
Ali Tremblay
Maddy Picard
Joey Brown

Action points from last meeting:

Action item: Alison will send details of go eng girl to Maddie for the website (*I don't see anything in Events or News – Alison was not at the last meeting opened a new action item*)

Action item: Alison will create a poster for this by September 14th (information can be gotten from Ali) (*this was done, although in the future VP Social will also poster Reynolds, Thorn labs, poster 5 days in advanced, fliers to be sent to Melanie for review before posting*)

Action item: Ali will email Maddie and Chad details of the sharing the inspiration night (*Didn't happen*)

Action item: Ali will book 219 for sharing the inspiration night (*I know this didn't happen, Julia got yelled at by Deb Byart for last minute booking – for future reference, can book via email*)

Action item: Lisa will contact Chad about SLEF funding (*Lisa received the information – if we want to go for it we need a budget prepared*)

Action item: Lisa and Stephanie will work together to complete post GHC report to CWSE as per connect funding agreement (*this happened, although later than I would have liked. Melanie took Stephanie over to the CWSE-ON office. Individuals can apply to CWSE-ON directly for the connect funding*)

Action item: Julia will email Maddie the new constitution (*Unsure of whether this happened*)

Action item: Julia will email Maddie a list of new members (*I saw these on website*)

Action item: Julia will ensure Alison knows of her overdue AI (*I was cc'd on the email notification*)

Overdue action items

Action item: Lisa will provide information on funds next meeting (from Sept meeting) (*Complete see follow-up action item*)

Action item: Alison will let us know the event date of the games night next meeting (*Tuesday, November 24th starting at 5:30 – semester wrap up; plates and napkins are in the CiSters area*)

Action item: Ali will inquire about when research day is and let the School know we want to participate (*Ali has heard informally from graduate students that it hasn't been anything confirms – Ali to talk with Sheryl, e-mail was sent during the meeting*)

success at Go Eng Girl: thank you Alana, Sofija, Alison, Melanie (*43 girls in attendance with their parents; program included a keynote address, option to select between one of two sessions - structures or portable refrigerator; first year to be invited to this event; booth with Scratch on 2 laptops – handouts are prepared for future events*)

Pathfinders STEM Badge day: verify list of interested volunteers, Melanie find out workshop time from CWSE-ON (November 7th; Scratch workshop starts at 9:30 – volunteers need to be there from 9:15 to 10:45; Approximately 35 girls; Interested volunteers send email to Melanie)

Current financial status: this is an overdue action item for Lisa – info? (\$66 in our bank account – all of the bursaries have been paid out from the GHC; in cash we have about \$900; total is approximately \$1000)

Budget: Jessica Westbrook and Lisa indicated interest in creating a budget at the last meeting; Melanie sent them a template. Status, thoughts, other interested parties for this project?

Sponsorship letter – need to update to add: Gr8 Girls, this years Grace Hopper Conference, Go Eng Girl – assign a date for that task. SharcNet and Sybase are overdue for renewals. (*Sharcnet & Sybase are past their renewal dates*)

Facebook group: anyone want to track members? (*Melanie asks about if there is any benefit to tracking the Facebook account – accounts may have been deleted, or the accounts are hidden; will be looked at the start of every meeting, focusing on the numbers; number count of members at the beginning of each meeting*)

FTW Event: Recap of the event (*Enjoyed the session on robots; Wyatt's talk about the conference was great to reiterate the reason why CiSters exists*)

New Action items:

Action item: Lisa to provide the financial status out in writing and the count of pizza stickers

Action item: Lisa will be in touch with Jessica. Jessica and Lisa have indicated they are interested in working together to prepare a budget. Jessica sent details that she had, but nothing else has been completed.

Action Item: Melanie to send link to budget template to Lisa

Action Item: Melanie will contact Stephanie with specific instructions for updating the renewal

Action item (due Nov. 5th): Alison to describe what go eng girl is, provide a link to the website –go eng girl and cwse-on, and our success with what we did. Approximately 1 paragraph and include the names of those who helped out. Alison to send to Melanie to be reviewed before sending to Maddie

Action Item: Ali to find out details of research day – find out how long it will be and who the audience will be, everyone presenting should have slides

Action Item: Julia to discuss overdue action item with Ali

Action Item: Alison to determine the beverages for the Fall social event, other logistics of the event due for the next meeting, and the games for the event

Overdue Action items:

Action item: Julia will email Maddie the new constitution (*Unsure of whether this happened*)

Action item: Alison will let us know the event date of the games night next meeting (Ali has heard informally from graduate students that it hasn't been anything confirms – Ali to talk with Sheryl – Ali sent e-mail during the meeting)