

2021/2022 Executive Meeting



Core Executive Team: 25th meeting / November 25th, 2021 / 8am-9am

ATTENDEES

- President: Salsa Sarhan
- VP Admin: Shivaansh Khanna
- VP Programming: Rebecca Cecim
- VP External: Tuqa Al-Rammahi
- VP Academic: Almitra Phukan
- VP Finance: Samira Dahir

AGENDA

President

- **Request** : Record the zoom for awareness of what is talked about during surgery
 - We will be having a meeting with them Monday - we don't know if it's in zoom or in-person.
- Welcome our newly hired VP Finance, we finally have a full team!!!
 - Hello Samira - welcome to MSSS!!!
- Reached out to WW Planners, will be having a meeting with them Monday
- **Comotion space** = really want to utilize it for us, even a bonding session
 - We should use it for some fun events and what other team has access to this - we should just use this space as a bonding space or a meeting space.
- **Zero waste hamilton** (they're a non for profit that gets rid of excess food from restaurants and distributes around the city where needed) has reached out about a collaboration, they can provide us with some of their swag we can host a giveaway with and it builds an audience for both groups
 - Hosted by Zilai, she gave a business card with Salsa - they want to give away these items in a giveaway and we can pair it up with some of our MSSS swag.
- **Dean's office** will be hosting a food drive and the last pick up date will be dec 10th. They are going to decorate some boxes with wrapping paper to do so: I have some shopping boxes at home we can use:)
 - Emailed her back and told her the date of collection - they're going to use Christmas wrapping office outside of their and our office.

- Ask people to come around and to drop something off to us so we can give it away.

VP Programming

- First and second year rep events - monday gingerbread house competition, Tuesday hot cocoa and cookies, Wednesday holiday memory board
 - The graphic is waiting to be posted and we're just waiting to do a little back and forth - we're hoping to get it posted today
 - Monday one is at 6PM - bring a mug and get hot chocolate kind of thing
 - Wednesday board kind of thing - that's a midday event and bring a photo or card to post on there
- Holiday Social - Thursday at 6pm KARAOKE!
 - Karaoke event - we got a mic for it and it's blue and for that has a giveaway for it - the campus store giftcard and we're hoping to post the graphic by the end of the week so that people can register or stuff
 - Come to win a chance to get merch
- Movie night - Tonight!
 - We're gonna go to kernels and get popcorn for the event.
 - The event is at 6PM tonight - any support would be appreciated for setting up the projector
- End of term raffle
 - We have a end of term raffle for the people who attended our events - originally it was going to be 5-10 events a term to enter a giveaway
 - So we're gonna do a raffle of everyone who attended the events and if you attended more than once you would entered multiple times - they will get a SOCSOCI tote and it has a notebook, portable chargers and other goods
 - Last event is next week on thursday. We want to post this by the sixth.
- Next semester events
 - We've been coming up with events with the first and second year reps and with all the other reps.
 - We're coming up with plans - all of the reps. Event planning will be finalized soon and we want to give first and second year reps, they're each going to do one event by themselves and a second event together.
 - For the student reps - we're going to do two events for each of them and one bigger event. Mystery bus - what we're considering - we don't know if it's going to be something traditional (alcohol is prohibited at events) and the polish society went to snooty fox - we're going to ask Zuzanna
 - We want to do more off campus events with the partners we have - this is all going to be finalized tomorrow.

- Movie Theatre - We can just do a movie night there and everyone can be there just MSSS students and just fine - we could also rent the theatre and we can do a student film fest kind of thing - we have to start the details and stuff.
- Formal
 - Meeting with Nadia
 - We're having one on Tuesday and we're going to finalize the menu and get more details about where we can hang stuff up - there's some walls we can and can't - we're going to figure what decor we can use
 - We're asking questions about costs, decor placements and restrictions.
 - Decor has been bought
 - We bought a lot and we have the better plan of tables and how we want to set it up and figure out all the details.
 - We did a value village, salvation army run
 - We'll release the theme for winter GA
 - We're gonna buy more stuff like flowers and greenery -we're hoping to order before classes are done - all of the stuff we need to buy from bulk - everyone is coming with what we think we should buy and place a bigger order.
 - Busses are still sadly being looked into
 - Busses - need to book them ASAP and it's been super messy - they spent \$700 on buses in 2020.
 - The price that we are looking at is 1800 - and that's the cheapest price. We've been looking at other alternatives.
- Meeting with MHS VP Operations tonight - lemme know how much to donate (;
 - For the club 77 - that's not with the VP operations, that's with formal - we're waiting to hear back from and we're trying to figure out the best way of doing this and they don't need exposure, what deal can we do?
 - We can consider Club Absinthe for the events
 - Our update with the meeting of VP operations - we have a meeting tonight about the discussion of the charity event - at this point we're just planning the powerpoint for the jeopardy event
 - We have a list of charities for people to support. We want to know how much to donate for the charities.
 - We were looking at the budget and we have \$2000 for donations and it also depends on how much humanities wants to donate and we'll also see with them.
- Academic Council Meeting - Wednesday December 1st at 6pm
 - We've sent the core team an email about an academic council event that Almitra and rebecca was initially invited to and they're going to give updates to them about the academic future for next semester.

- Meeting with Media and Design coordinators - Formal graphics, switching to Jotform and responsiveness lol
 - We had a meeting with the M&D coordinators, we brought up how they were bad at responding and we'll email them and a couple days goes by and we reach out to them on facebook and it's difficult to receive a response.
 - They have been warned and will be better at responding with everyone. We were also talking to them about drafts for the formal graphics and we want to post flyers or digital posts on insta or facebook.
 - We suggested this - we want to countdown posts and formal theme reveal posts - that will be done by early January
 - They're switching to Jotform which is starting in the new semester and a different way to collect the graphic requests and they're going to close it down in the Google form and they're going to share the Jotform with everyone.
- SocSci Ambassador Winter event!
 - Lori and Nicole want to have some SOCSCI ambassador event and they kinda are putting up a frost week - multiple days of events
 - It's targeted for first and second years coming into McMaster, since we're planning for a fully in-person event. We also assume that 3rd or 4th years that haven't been on campus - especially international.

VP Finance:

- Finley agreed to get in touch about the role today, maybe will be discussing things like role in general*
 - We saw him yesterday and they have an in-person class together and he provided some answers to her questions
 - They can email each other and the only thing to talk to him about is about the centralizing plan that they had last year.
- Letter of direction: edited and will be printed to be signed on day we head to CIBC
 - Name has been edited into there and the day going to CIBC will be signed.
 - When2meet will be sent soon to Salsa + Tuqa
 - We transfer the signing authority to samira and Salsa can be finally be reimbursed
- Budget still being evaluated, will look into other inquiries such as anthro
 - We got an email from the anthropology society - it was dated november 7th, they basically sent an email saying that they would like to discuss the budget with her and we will follow up with that.
- Who can I get in touch with about: program budget/plans missing, what has been discussed with program societies, where we're at with them in terms of reimbursements.. Burning questions?

- Where do we find program budgets?
- What has been discussed with them?
- Where are we at with reimbursements?
 - May need to email the society admin to ask them about their budgets.
- Ledger .. cannot find
 - Cannot find Ledger of transitions - in fact, we need to make a copy using previous layouts

VP Admin:

- Fall Virtual Version of GA in progress
 - There's the virtual version of GA being developed - in order to have not everyone go back on zoom and do it all over again
 - We're editing the parts that we were speaking about on top of the powerpoint.
- Idea for Specialization Panels
 - For Rebecca - first years have been confused about the specialization process, whether they are going into political science or other programs - we get a panel from each major and have a conversation for them to talk to us.
 - Date for Program II application - April 6 to 30th

VP Academic:

- Help Salsa out on the 26th
 - We need someone tomorrow to help Salsa and we need someone to help her and someone to talk for her (6-7:30PM)
 - Salsa would need someone to set up as she cannot lift heavy things due to her surgery. We need to find people within the society to be able to help
- Pls update on the meeting with Siobhan because I was unable to attend.
- Reminders: Key needs to be picked before 2pm tomorrow and supplies need to be picked up today by Tuqa

VP External:

- Welcome Samira!
- Picking up Almitra's things today
 - We will pick up Almitra's things today at LR and leave the key in the office.
 - Nicole wants to see Tuqa earlier - she's going to leave paint brushes and pots at the front desk of the dean's office and the doors are locked from 12-1
- Will be providing Samira with more instructions today
 - Sent in the reimbursement form and we can get started on that and provide more with reimbursements

- Supporting Samira with the cheques and they're physical records and we haven't put them online yet - just to add in all the records for that
- Need Rebecca or Salsa's help with Social Card Payment