

**Chemistry Graduate Caucus**  
**Meeting Minutes**

**MBB Lounge 8000-Level**  
**2:30 p.m., 2 December 2011**

*In Attendance:*

Reagan Belan (President), Brandy Kinhead (Treasurer), Michael Jones (DGSC Rep), Kyle Greenway (TSSU Steward), Alisa Paterson (Social Coordinator), Danielle Wilson (Social Coordinator), Rachel Ashley (Social Coordinator).

*Regrets:*

Shira Halperin (VP/GSS Councillor), Stanley Chang (Secretary), Ryan Roberts (TSSU Steward), Graeme Suppes (TSSU Steward), Venugopal Rao Challa (TSSU Steward), Jarod Moore (Grad Info Coordinator/Sports Rep), Hope Fan (Sports Rep).

**1. Final Details of the Holiday Celebration**

- Event time, location, and details:
  - Tuesday, December 6, 2011 @ the Diamond Alumni Centre (DAC) from 6 p.m. onwards.
    - Dinner will be served at 7 p.m.
    - Cash bar will be available before and after dinner.
    - Reagan Belan will send out an email reminder on Monday.
- Financial considerations:
  - *Cost for event + prizes:* \$5000 + \$200 = \$5200
  - *Funds from ticket sales:* \$1760 from 82 tickets sold (currently the Caucus has only collected \$1685)
  - The Chemistry Department will be responsible for payments directly to the DAC. In turn, the Chemistry Grad Caucus will be responsible for paying \$3560 to the Chemistry Department for helping the Caucus subsidize this event. This payment will leave the Caucus owing \$400 to the Chemistry Department, which also includes the amount for previous loans (i.e. model kits, safety goggles, etc).
- Menu:
  - *Vegetarian option:* cannelloni
  - *Omnivore option:* slow roast turkey
- Beverages:
  - Reagan Belan motioned for there to be 1 drink ticket per person at the Holiday Celebration event on Dec. 6 at the DAC. This drink ticket will only include wine, beer, or pop. Motion seconded by Kyle Greenway.
    - *Votes:* For = 7, Against = 0. *Motion carried.*
- Prizes:
  - Rachel Ashley motioned for Michael Jones to obtain a \$75 gift certificate from Club Ilia for the cost of \$50 to the Caucus as a

prize for the Holiday Celebration. Michael Jones is also to buy \$30 worth of chocolates for door prizes. Motion seconded by Reagan Belan.

- *Votes: For = 7, Against = 0. Motion carried.*

- Reagan Belan motioned for Brandy Kinkead to obtain a \$100 gift basket as a prize for the trivia session. Motion seconded by Kyle Greenway.

- *Votes: For = 7, Against = 0. Motion carried.*

## **2. Caucus Finances (Long-Term)**

- The Caucus will have to continue selling model kits, safety goggles, etc. to bring in more funds in the coming term.
- The debt owing to the Chemistry Department is quite low, so the overall finances should be okay in the coming months.

**Meeting concluded at 3:08 p.m.**