

Chemistry Graduate Caucus at Simon Fraser University

Meeting Minutes

November 7, 2012

MBB Lounge 6000-Level

In Attendance:

Alisa Paterson (Secretary), Danielle Wilson (GSS Councillor/Grad Info Coordinator), Brandy Kinkead (DGSC Representative), Kenny Lin (Treasurer), Graeme Suppes (TSSU Steward), Michael Jones (President), Nevena Cekic (Social Coordinator),

Regrets:

Venugopal Challa (TSSU Steward), Kyle Greenway (TSSU Steward), Hope Fan (Sports Representative), Reagan Belan (Vice-President/TSSU Steward)

1. Call to Order

- Meeting was called to order at 12:33 PM.

2. Appointment of the Speaker

- **MOVED** to appoint Michael Jones as Speaker for this meeting.
(Suppes/Paterson)
CARRIED.
- Michael Jones (President) was appointed Speaker for this meeting.

3. Appointment of the Secretary

- **MOVED** to appoint Alisa Paterson (Secretary) as Secretary for this meeting.
(Wilson/Cekic)
CARRIED.
- Alisa Paterson (Secretary) was appointed Secretary for this meeting.

4. Approval of Minutes

- **MOVED** to approve the minutes of the October 24, 2012 Chemistry Graduate Caucus meeting.
(Suppes/Jones)
CARRIED.

5. Halloween Social Reimbursement

- The Halloween Social sales brought in \$330.50.
- **MOVED** to reimburse Michael Jones the cost of \$120 for the keg (\$100) and gift cards (\$20). The funds will be drawn from Caucus Funding.
(Wilson/Paterson)
Abstention (Jones)
CARRIED.

- **MOVED** to reimburse Nevena Cekic the cost of \$112.90 for pop, water and juice, and \$25 for the Special Occasion License, and \$35 for Serving it Right from Caucus Funding. A total of \$172.90 will be drawn from Caucus Funding.
(Kinkead/Paterson)
Abstention (Cekic)
CARRIED.
- **MOVED** to reimburse Kenny Lin for the cost of \$123.20 for pizza. The funds will be drawn from Caucus Funding.
(Kinkead/Paterson)
Abstention (Lin)
CARRIED.

6. Safety Meeting Potluck, (Friday November 16, 12:00 PM – 1:30 PM in SSB 7172)

- The department will be holding a Safety Meeting Potluck. Each lab group will be encouraged to bring one to two items to the meeting.

7. Holiday Party

- The Caucus discussed possible venues for the Departmental Holiday Party.
- Kinkead (DGSC Rep) will look into the Highland Pub catering menu, and Jones (President) will look into Club Ilia's catering options.

8. Model Kits

- Jones (President) will order model kits this week. He will speak with Yolanda Broderick about use of the Departmental Credit Card. The Caucus will reimburse the department by January, at the latest.

9. Conclusion

- **MOVED** to conclude the meeting.
(Paterson/Wilson)
CARRIED.

Meeting concluded at 12:59 PM.