

## Chemistry Graduate Caucus

### Meeting Minutes

11:02 a.m., 31 October 2011

#### *In Attendance:*

Reagan Belan (President), Shira Halperin (VP/GSS Councillor), Brandy Kinkad (Treasurer), Stanley Chang (Secretary), Michael Jones (DGSC Rep), Ryan Roberts (TSSU Steward), Kyle Greenway (TSSU Steward), Venugopal Rao Challa (TSSU Steward), Graeme Suppes (TSSU Steward), Alisa Paterson (Social Coordinator), Danielle Wilson (Social Coordinator), Jarod Moore (Grad Info Coordinator/Sports Rep).

#### *Regrets:*

Rachel Ashley (Social Coordinator), Hope Fan (Sports Rep).

### **1. Halloween Social Reimbursements**

- Alisa Paterson motioned for a reimbursement from GSS Caucus Funding to Michael Jones for \$13 parking plus mileage (@ \$0.51/km) for a total of \$19.12, which are costs associated with the Halloween Social held on October 28, 2011.
  - Motion seconded by Ryan Roberts.
  - *Votes:* For = 11, Against = 0, Abstention = 1 (Michael Jones).
  - *Motion carried.*
- Stanley Chang motioned for a reimbursement from GSS Caucus Funding to Alisa Paterson for a \$25 special occasions license for the Halloween Social held on October 28, 2011.
  - Motion seconded by Jarod Moore.
  - *Votes:* For = 11, Against = 0, Abstention = 1 (Alisa Paterson).
  - *Motion carried.*
- Alisa Paterson motioned for a reimbursement from GSS Caucus Funding to Danielle Wilson for Serving-It-Right license, keg, and mileage/gas totaling \$268.70 for the Halloween Social held on October 28, 2011.
  - Motion seconded by Stanley Chang.
  - *Votes:* For = 11, Against = 0, Abstention = 1 (Danielle Wilson).
  - *Motion carried.*
- Venugopal Rao Challa motioned for a reimbursement from Chemistry Student Association Trust Account with the GSS to Reagan Belan for prizes, pumpkins, candies, snacks and bottled liquor totaling \$104.65 for the Halloween Social held on October 28, 2011.
  - Motion seconded by Kyle Greenway.
  - *Votes:* For = 11, Against = 0, Abstention = 1 (Reagan Belan).
  - *Motion carried.*
- Jarod Moore motioned for a reimbursement to Stanley Chang for pizzas totaling \$123.20 for the Halloween Social held on October 28, 2011; \$35.18 from the GSS Caucus Funding (to complete our funding for the fall term) and \$88.02 from the Chemistry Student Association Trust Account with the GSS
  - Motion seconded by Michael Jones.

- *Votes:* For = 11, Against = 0, Abstention = 1 (Stanley Chang).
- *Motion carried.*

## 2. Caucus Finances Update

- Brandy Kinkead informed the members present at meeting that the most current estimate of Caucus monetary assets is about \$4300.
- The Caucus currently owes ~\$1000 to the SFU Chemistry Department.
- Brandy Kinkead also noted that the GSS Funding has been cut to \$1150 for the entire year. Currently the Caucus has about \$1115 (prior to the most recent round of reimbursements).

## 3. Christmas Party/Winter Gala/Holiday Celebration

- December 6, 2011 @ the Diamond Alumni Centre (7 to 10 p.m.)
- Reagan Belan proposed that ticket sales for this event starts next week:
  - \$20 for students (\$20 for each additional guest)
  - \$25 for professors/staff (\$25 for each additional guest)
  - Will need to inquire menu options/prices for kids
- Reagan Belan will find out details regarding deposits to the DAC, departmental budget/funding, and cooperation with the Chemistry Undergraduate Caucus.
  - Details include:
    - Asking Dr. Ye (Chem. Dept. Chair) about subsidizing meals.
    - Possibility of having 1 bottle of white and red wine per table OR giving each participant 1 drink ticket upon entry.
    - Additional alcohol will need to be purchased by individuals.
- Financial breakdown (rough estimates)
  - Expenditures:
    - \$4000 for meal, booking, tax, gratuity
    - \$360 for room rental
  - Sources of revenue:
    - \$1600 from ticket sales (25 professors/staff + 50 students)
  - Difference:
    - ~\$2600 to \$2700 that needs to be paid for by various sources (pre-existing Caucus funds, departmental subsidy, Undergraduate Caucus, etc.)
- Menu options will be discussed during the next meeting after every member has had a chance to review the choices.
- Stanley Chang motioned for Reagan Belan, Brandy Kinkead, and Michael Jones to submit a GSS Grant Application form for \$750 for the Chemistry Department Christmas Party/Winter Gala/Holiday Celebration.
  - Motion seconded by Kyle Greenway.
  - *Votes:* For = 12, Against = 0, Abstention = 0.
  - *Motion carried.*

#### **4. Sports Activities**

- Jarod Moore informed the Caucus of new quotes for booking sheets of ice for curling at the Marpole Curling Club: \$145 per sheet of ice for 2 hours (8 people).
  - There will also be a \$25 instructional cost (10-15 min)
  - The likely scenario would require 2 sheets of ice for 16 people for 2 hours, costing approximately \$315 total.
- There were concerns regarding the cost of curling being a bit high for the amount of eligible participants.
- It was suggested that something like an ice-skating social would be of greater interest to the general Chemistry graduate student population.

#### **5. Fundraising Ideas**

- Brandy Kinkead asked for the members of the Caucus to look into ideas for fundraising before Christmas. Ideas will be discussed during the next meeting.
  - Possible ideas: mugs, t-shirts, polo shirts.
- The Caucus will look more closely into 50/50 ticket sales terms and agreements for future fundraising activity.
- There may also be a Movember fundraiser involving cupcake sales.

**Meeting concluded at 11:59 a.m.**