

Chemistry Graduate Caucus at Simon Fraser University

Meeting Minutes

November 20, 2012

MBB Lounge 6000-Level

In Attendance:

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

Regrets:

Venugopal Challa (TSSU Steward), Kyle Greenway (TSSU Steward), Hope Fan (Sports Representative), Graeme Suppes (TSSU Steward)

1. Call to Order

- Meeting was called to order at 11:04 AM.

2. Appointment of the Speaker

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

4. Approval of Minutes

- **MOVED** to approve the minutes of the November 7, 2012 Chemistry Graduate Caucus meeting.
(Kinkead/Jones)
CARRIED.

5. Model Kits

- Jones (President) has spoken with the department about the purchase of model kits. The company requires a credit card for purchase. The total cost will be \$1349.66 US (including shipping and handling) plus an extra cost for crossing the border.

6. Halloween Social Expenses

- The MBB Caucus' total expense for the Halloween social was \$283.14. The Chemistry Caucus will look at the stock of beverages that are leftover to see how many were sold to determine the total Chemistry expenses. The reimbursement amount to the MBB Caucus will be determined at a future meeting.

7. Holiday Party

- The Caucus discussed the option of holding the holiday party either as a lunch at the Diamond Alumni Centre or as a dinner at Club Ilia. Jones (President) will speak with Dr. Ye (Department Chair) to determine his preference and will talk to the DAC about the availability and potential booking fees.

8. Undergraduate Chemistry Student Society Social (Friday November 23, 2012)

- Stephanie Chang (Undergraduate CSS President) has asked to borrow the key for the coffee room to store supplies for the undergraduate social event. Jones (President) will ask Yolanda for permission to do this.

9. Conclusion

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

Meeting concluded at 11:41 AM.