

**Chemistry Graduate Association at Simon Fraser University**

*Meeting Minutes*

October 10, 2013

**6000-level MBB Lounge**

*In Attendance:*

Nevena Cekic (President), Alisa Paterson (Secretary), Mahsa Gharibimarzancola (GSS Councillor), Kate Prosser (DGSC Representative), Stephanie Chang (Social Coordinator/Graduate Information Coordinator), Fatima Garcia (GSS Councillor Alternate/DGSC Representative), Saeideh Shamsi (TSSU Steward)

*Regrets:*

John Thompson (Treasurer), Reagan Belan (TSSU Steward), Jennifer Pore (TSSU Steward/Sports Representative), Graeme Langille (Sports Representative), Dustin Duncan (Social Coordinator), Ryan Clarke (Vice-President), Kenny Lin (TSSU Steward), Heather Wiebe (Social Coordinator), Usman Rizwan (TSSU Steward)

**1. Call to Order**

- Meeting was called to order at 2:03 PM in the 6000-level MBB Lounge

**2. Appointment of the Chair**

- **MOVED** to appoint Nevena Cekic as Chair for this meeting.  
Moved by: Alisa Paterson  
Seconded by: Stephanie Chang  
**MOTION CARRIED.**
- Nevena Cekic (President) was appointed Chair for this meeting.

**3. Appointment of the Secretary**

- **MOVED** to appoint Alisa Paterson (Secretary) as Secretary for this meeting.  
Moved by: Kate Prosser  
Seconded by: Nevena Cekic  
**MOTION CARRIED.**
- Alisa Paterson (Secretary) was appointed Secretary for this meeting.

**4. Approval of Minutes**

- **MOVED** to approve the minutes of the October 7, 2013 Chemistry Graduate Caucus meeting.  
Moved by: Mahsa Gharibi  
Seconded by: Fatima Garcia  
**MOTION CARRIED.**

**5. New Caucus Office**

- Cekic (President) will speak to Monica to see if the fridge in the old coffee room is available for the Caucus to use in its new office.

#### **6. Soccer Social Reimbursement**

- The Caucus still needs to be reimbursed for \$300 from the Chemistry Department for the Soccer Social. Cekic (President) will speak with Zuo-Guang Ye (Chair of the Chemistry Department).

#### **7. Halloween Social (Friday October 25, 2013)**

- Cekic (President) informed the Caucus that applying for insurance individually for each event is no longer required. Insurance is given for a whole year. She will email the Social Coordinators to ask who is available to apply for the special occasion license.
- Paterson (Secretary) proposed using the 9000 level Chemistry Lounge for the party, as was done in 2011, instead of the Chemistry Atrium
- **MOVED** that the Chemistry Graduate Association hold the Halloween Social in the 9000 level Chemistry Lounge  
Moved by: Alisa Paterson  
Seconded by: Stephanie Chang  
**MOTION CARRIED.**
- An email will be sent out to the Chemistry Department to determine how many groups would like a pumpkin to enter the pumpkin carving contest. Cekic (President) will send this email by Friday October 18. Paterson (Secretary) will purchase the pumpkins on Wednesday October 23.
- Cekic (President) will call the Burnaby Brewing Company to see it is possible to get a keg for this date.
- **MOVED** that the Chemistry Graduate Association charge \$1 for pop, \$1 for pizza, and \$2 for alcoholic beverages at the Halloween Social on October 25, 2013.  
Moved by: Nevena Cekic  
Seconded by: Kate Prosser  
**MOTION CARRIED.**

#### **8. Spooktacular (October 26, 2013)**

- Cekic (President) informed the Caucus that there were 6 booths that need volunteers, and requested volunteers from the Caucus for this event. She will send an email to chem-grads to find further volunteers.

#### **9. Regular Meeting Time**

- The majority of Caucus members are available on Thursdays at 2:00 PM and Fridays at 10:30 AM. Cekic (President) will send out another doodle calendar to determine when people are available on those days, centered around the favoured times (e.g. 1:30 – 2:30 pm on Thursdays).

**10. Caucus Website Update**

- Chang (Grad Info Coordinator) will improve the homepage, as it currently has old notices and meeting minutes, and is not very aesthetically pleasing. She requested that Nevena write a “message from the president” about the graduate caucus for the home page.

**11. Adjournment**

- **MOVED** to conclude the meeting.  
Moved by: Alisa Paterson  
Seconded by: Nevena Cekic  
**MOTION CARRIED.**

*Meeting concluded at 2:22 PM.*