





**March 10th Meeting Agenda**  
**Call to Order: 6:03 PM**  
**Present:**  Attendance

<b>Introduction of Business</b>	<b>Public Comment</b>
<p><b>1. Introduction of Members Present</b></p> <p>a.</p>	
<p><b>2. Approve March 4th Meeting Minutes</b></p> <p> 03-04 Meeting Agenda</p> <p>a. Motion to approve last week's meeting minutes</p> <p>i. Seconder: Katie T.</p> <p>ii. <i>Motion passes</i></p>	
<p><b>3. General Information</b></p> <p>a. Amendment to the Constitution</p> <p>i.  2023/03 Proposed Changes for the Cons...</p> <p>ii.</p> <p>b. Event Promotion Contact</p> <p>i. Chantal Vallis, Faculty Communication Officer (TVs in EV3) &lt;<a href="mailto:c2vallis@uwaterloo.ca">c2vallis@uwaterloo.ca</a>&gt;</p> <p>ii. For promoting on TVs: 16x9 post; large text; QR code</p> <p>c. <b>WUSA requesting budgets &amp; allocation from program societies</b> ASAP - estimates are sufficient</p> <p>d. <b>Election</b> is coming up!</p> <p>i. Submit your nomination!  ESS Nomination Form</p> <p>ii. 10 signatures on your nomination, send to <a href="mailto:president.ess@uwaterloo.ca">president.ess@uwaterloo.ca</a></p> <p>iii. <b><u>Due: Sunday, March 12th, 2023</u></b></p> <p>iv. For contested roles, elections conducted on <a href="http://vote.wusa.ca">vote.wusa.ca</a> after the campaigning period</p> <p>v. NOTE: President nominees must have prior experience as an ESS Executive Officer for at least one term</p> <p>vi. NOTE: people on co-op can participate, as long as they pay ESS fee each term</p> <p>vii. Campaigning begins Monday, March 13th, 2023</p>	<p><b>Fee Opt-Out Repayment</b></p> <ul style="list-style-type: none"> <li>- Will emulate EngSoc's system (forms in-person/electronically) <ul style="list-style-type: none"> <li>- Submitted to WUSA</li> </ul> </li> <li>- Cheque requests (or ideally via Quest)</li> </ul> <p><b>Services for Opt-Outs</b></p> <ul style="list-style-type: none"> <li>- Lose membership services/events eligibility</li> <li>- Exploring whether they will be able to use services, and at what cost</li> </ul>
<p><b>4. Education - Harry</b></p> <p>a. Seeking people for the Survival Guide</p> <p>i. To program societies: Please let me know if</p>	<p><b>Motion needs more detail</b></p> <ul style="list-style-type: none"> <li>- Many outreach responsibilities</li> <li>- May not need more committee</li> </ul>

<p>Karen/Mustapha hasn't reached out to you yet! I can drop by for one of your meetings, or walk you through an approximate framework (talk about your program society + your representing programs, etc.)</p> <ul style="list-style-type: none"> <li>ii. To everyone else: Please keep fishing around to see if people are interested! There is an ESS post on recruiting folks for the guide if we can keep pushing that! (also looking for someone in this meeting to write about ESS let me know pls)</li> </ul> <p>b. This is me submitting a formal motion to consider constitutional amendments for voting during next week's meeting. <b>PLEASE</b> read and either make questions/comments or contact me about amendment confusion before the start of next week's meeting</p> <ul style="list-style-type: none"> <li>i. <a href="#">2023/03 Proposed Changes</a></li> <li>ii. <i>Resolved: will develop rationales &amp; role details before moving proposal for vote</i></li> </ul>	<p>members - i.e. seek volunteers as needed</p> <ul style="list-style-type: none"> <li>- Outline rationale for positions &amp; specific details</li> </ul>
<p><b>5. Operations - Ashvinya</b></p> <ul style="list-style-type: none"> <li>a. Office Hours: 8-4 (contact Ash if you have questions about locker rentals or poster approvals)</li> <li>b. Lounge Booking: <a href="#">ESS Lounge - Event Space Request Form (google.com)</a></li> <li>c. Coffeeshop <ul style="list-style-type: none"> <li>i. Hiring Managers <ul style="list-style-type: none"> <li>1. Looking for Spring &amp; Fall 2023</li> <li>2. Deadline: Friday, March 17th, 2023</li> <li>3. Once selected, VP-Operations and Managers will train incoming</li> </ul> </li> <li>ii. Coffeeshop Finances <ul style="list-style-type: none"> <li>1. \$400 profits this term</li> <li>2. New items introduced (smoothies, waffles)</li> </ul> </li> </ul> </li> </ul>	
<p><b>6. Communications - Parthvi</b></p> <ul style="list-style-type: none"> <li>a. Promoting: <ul style="list-style-type: none"> <li>i. Coffeeshop Manager application</li> <li>ii. ESSxUC Masquerade Ball</li> </ul> </li> <li>b. Promoting on posters &amp; TV</li> <li>c. If anyone's putting posters up, please inform communications and fill out spreadsheet</li> </ul>	
<p><b>7. Webs - Diya</b></p> <ul style="list-style-type: none"> <li>a. If you have items you need to put the website, let me know!</li> </ul>	
<p><b>8. Finances - Karen</b></p> <ul style="list-style-type: none"> <li>a. Public budget document now live</li> </ul>	

<ul style="list-style-type: none"> <li>☰ W2023 Budget Package</li> <li>✚ W2023 ESS Budget Package</li> <li><a href="#">W2023 Budget Package.pdf - Google Drive</a></li> <li>b. WESEF Presentations <ul style="list-style-type: none"> <li>i. Fundraising Capital</li> <li>ii. Coffeeshop Operating Budget + Repairs</li> <li>iii. <i>Will hear back next Friday / Saturday</i></li> </ul> </li> <li>c. Revenue and Expense Report with Eden <ul style="list-style-type: none"> <li>i. Thank you to everyone who helped with that</li> </ul> </li> <li>d. Program Societies Archive with Nic + New ESS HR Organization Chart</li> <li>e. REFUND SYSTEM + FORM + TALK to ENG SOC Again</li> </ul>	
<p><b>9. Socials - Julia</b></p> <ul style="list-style-type: none"> <li>a. ESSxUC Dance is on March 20th @ Maxwells <ul style="list-style-type: none"> <li>i. Ticket sales: <a href="https://wusa.ca/event/ess-x-uc-presents-masquerade-dance/">https://wusa.ca/event/ess-x-uc-presents-masquerade-dance/</a></li> <li>ii.</li> </ul> </li> <li>b. Grad Ball is on April 6th @ THEMUSEUM</li> </ul>	
<p><b>10. Mental Health &amp; Wellness - Matthew</b></p> <ul style="list-style-type: none"> <li>a. Successful Mental Health &amp; Wellness Week! <ul style="list-style-type: none"> <li>i. Waffle Wednesday was the most successful</li> <li>ii. Will tally up Scavenger Hunt submissions over the weekend</li> </ul> </li> </ul>	
<p><b>11. Environment - Katie</b></p> <ul style="list-style-type: none"> <li>a. Succulent WS Report (TBD) - should be completed next week roughly <ul style="list-style-type: none"> <li>i. Outlines the successes of new model/version + improvements, statistics on what was sold - how and better numbers for next environment director</li> </ul> </li> <li>b. Expansion of ENV Director Role - will prepare document for proposed changes to ENV director role <ul style="list-style-type: none"> <li>i. Sustainable initiatives - future role - a vision for what the ENV director can be <ul style="list-style-type: none"> <li>1. My time limitations</li> </ul> </li> <li>ii. Increase liaison with the sustainability office</li> <li>iii. New ENV director content <ul style="list-style-type: none"> <li>1. Places to travel to, parks, trails</li> <li>2. Cooking - vegan, gluten free recipe</li> <li>3. Buildings second hand outfits</li> <li>4. Sustainable sundays</li> </ul> </li> <li>iv. SIIT GreenHouse - Adaya</li> </ul> </li> </ul>	

<ul style="list-style-type: none"> <li>c. Zero Waste Boxes, survey <ul style="list-style-type: none"> <li>i. <a href="https://forms.gle/YFCfSSEsP3dfv4147">https://forms.gle/YFCfSSEsP3dfv4147</a></li> </ul> </li> <li>d. Succulent Flash Sale - next week <ul style="list-style-type: none"> <li>i. <i>Need help over weekend with repotting succulent plants</i></li> </ul> </li> <li>e. Mental Health &amp; Wellness Week <ul style="list-style-type: none"> <li>i. Need names of people who got succulent kits/won them <ul style="list-style-type: none"> <li>1. Can't find them in files</li> <li>2. <i>Will have Dami (UC) locate winners</i></li> </ul> </li> </ul> </li> <li>f. Will take posters down for ESS Succulent WS</li> </ul>	
<p><b>12. First Year Rep - Isaac</b></p> <ul style="list-style-type: none"> <li>a. ENV's Got Talent <ul style="list-style-type: none"> <li>i. <a href="#">W</a> ENVS Got Talent - LEGACY EVENT PR...</li> <li>ii. If First-Year Committee is approved, EGT Core Team will be comprised of that committee</li> <li>iii. <i>Motion next week - please review</i></li> </ul> </li> </ul>	<p><b>What is a Legacy Event?</b></p> <ul style="list-style-type: none"> <li>- A recurring event that has proven to contribute to the community</li> </ul> <p><b>Annual or Termly?</b></p> <ul style="list-style-type: none"> <li>- TBD by ENV's Got Talent core team</li> <li>- Suggestion to hold annually</li> </ul>
<p><b>13. WESEF - Ayman</b></p> <ul style="list-style-type: none"> <li>a. Report completed</li> <li>b. Reached pre-pandemic levels of WESEF proposals <ul style="list-style-type: none"> <li>i. More student initiatives</li> </ul> </li> <li>c. Presentations are Tuesday and Friday</li> </ul>	
<p><b>14. Program Societies</b></p> <p>Program Societies, please send a list of event dates, times, and budgets to <a href="mailto:vpinternal.ess@uwaterloo.ca">vpinternal.ess@uwaterloo.ca</a>, <a href="mailto:secretary.ess@uwaterloo.ca">secretary.ess@uwaterloo.ca</a>, and <a href="mailto:vpfinance.ess@uwaterloo.ca">vpfinance.ess@uwaterloo.ca</a>. We will add it to the ESS Calendar!</p> <p>Please confirm if you have sent them in already.</p> <ul style="list-style-type: none"> <li>a. ERSSA - <ul style="list-style-type: none"> <li>i. Mental Health &amp; Sustainability event</li> </ul> </li> <li>b. WEBS - <ul style="list-style-type: none"> <li>i. ENBUS Merch Design Submissions (check social media page)</li> <li>ii. First General Meeting EV1-</li> </ul> </li> <li>c. KISS - <ul style="list-style-type: none"> <li>i. Museum projects ongoing! Check them out next week</li> </ul> </li> <li>d. SAID - <ul style="list-style-type: none"> <li>i. Networking Event: March</li> <li>ii. Town Hall: March</li> <li>iii. Takeovers on IG</li> <li>iv. Prof Meet &amp; Greet successful</li> </ul> </li> <li>e. WAGS - <ul style="list-style-type: none"> <li>i. Upcoming Event</li> </ul> </li> </ul>	

<ul style="list-style-type: none"> <li>1. Professional Development Event</li> <li>2. Student Prof Trivia</li> <li>3. Games Night</li> <li>ii. New Logo</li> <li>iii. Merch</li> <li>f. PSA - <ul style="list-style-type: none"> <li>i. Prof Ping Pong Night was a success</li> <li>ii. UW-TMU Planning Conference <ul style="list-style-type: none"> <li>1. Tickets are on sale for \$10</li> <li>2. Breakfast &amp; lunch provided</li> </ul> </li> <li>iii. Prof Trivia Night coming up</li> <li>iv. Alumni Talk - March 24th</li> <li>v. Merch Designs coming soon!</li> </ul> </li> <li>g. UWAS - <ul style="list-style-type: none"> <li>i. Professional Development Day was a success</li> <li>ii. Aviation Gala: March 29</li> <li>iii. Merch dropped today</li> </ul> </li> <li>h. SFMSO - <ul style="list-style-type: none"> <li>i. Merch design finalized</li> <li>ii. Reviewed constitution &amp; proposing amendments</li> </ul> </li> </ul>	
<p><b>15. Final Comments</b></p> <ul style="list-style-type: none"> <li>a. Start thinking about transition docs!</li> <li>b. Program societies - email <a href="mailto:secretary.ess@uwaterloo.ca">secretary.ess@uwaterloo.ca</a> event dates &amp; times to put on calendar</li> <li>c. Merch Design - stickers! <ul style="list-style-type: none"> <li>i. Designs drafted by Georgia</li> <li>ii. Karen will pay out of pocket, then transfer of rights pending ESS payment (once they breaks even)</li> </ul> </li> </ul>	
<p><b>16. Action Items</b></p> <ul style="list-style-type: none"> <li>a. Transition Documents</li> <li>b. Send Budgets to <a href="mailto:vpfinance.ess@uwaterloo.ca">vpfinance.ess@uwaterloo.ca</a></li> <li>c. Send event dates &amp; times to <a href="mailto:secretary.ess@uwaterloo.ca">secretary.ess@uwaterloo.ca</a> to be put on the Calendar</li> <li>d. Election nominations due Sunday, March 12, 2023 at 11:59 PM to <a href="mailto:president.ess@uwaterloo.ca">president.ess@uwaterloo.ca</a></li> <li>e. Review Harry's proposal re: committees</li> <li>f. Review Isaac's proposal re: ENVs Got Talent proposal</li> </ul>	

**Meeting Adjourned: 7:04 PM**