

June 6th Meeting Agenda

Call to order: 6:33

Present: Tracy, Harry, Ashvinya, Katie, Diya, Joanna, Karen, Brianna, Parthvi, Julia, Matthew, Rebecca, Helen

Members at Large: Abby, Joshua, Lark, Ceileigh, Ishani,

Absent:

1. Introduction of members present

- a. Introductions for members at large
- b. ERSSA - Abby
- c. WEBS -
- d. PSA - Joshua
- e. SAID - Lark
- f. Ceileigh (Undergrad Environment Rep.)

2. Approve last week's meeting minutes ([May 30th](#))

- i. Motion to approve last week's meeting minutes
- b. Seconder: Diya
 - i. *Motion passes*

3. Student Leadership Breakfast - June 23 @ 9AM

- a. Meet other students in the faculty and Dean Jean who will be leaving
- b. Attendees RSVP by June 16th and provide food restrictions by June 21st
 - i. Email from Jamie
 - ii. Virtual attendance option
 - iii. Could meet new Dean at this meeting

4. Operation

- a. Office Hours & Lounge
 - i. Message Ashvinya ahead of time if you cannot make it to office hours!
 - ii. If you know in advance that you cannot make it, let her know ahead of time
- b. Coffeeshop
 - i. Have officially hired two managers
 1. Ryan (3B Planning) - has volunteered before
 2. Michael - first time working for our coffee shop; has worked at another shop before
 - ii. Hoping to open by next Monday
 - iii. Looking for volunteers!
- c. Locker Requests
 - i. Please follow guidelines
 1. The fee to rent a locker for the term is \$20 which is paid as a **deposit**. The renter will get their money back at the end of the term once they show us their locker is clean and empty. It's important to collect this deposit, otherwise people have very little incentive to clean out their locker at the end of the term.

2. ESS provides the locks, and they stay with the lockers - we reset the combinations at the end of each term using the reset keys. Renters don't tell us their combination, but we do have a set of master keys (must be kept in the safe) that can be used for emergencies only. Renters have to use the ESS provided locks, they can't bring their own.
 3. We have locker rental agreement forms that need to be signed before we provide them with the locker. Printouts are found at the office.
- ii. All student societies have lockers

5. Finance

- a. Smaller budgets will be sent to the program societies
- b. Waiting for enrollment data for ESS Budget
- c. Karen will try to talk in person
- d. Still cannot close the TD Bank account
 - i. Don't need signing authorities because of the pandemic
- e. Cheque requests (Send ahead of time!)
 - i. Program societies will be contacted today
 - ii. Finance basics presentation will be done (All new ESS members will be invited as well!)
 - iii. Etiquette for cash boxes and depositing money
 - iv. If you need money for social events, please dedicate one person to pay

6. Social Events

- a. Previous Schedule:
 - i. Sustainable Sunday (every other week)
 - ii. Music Monday (every other week - alternates with Monday)
 - iii. Trivia Tuesday
 - iv. Wellness Wednesday (Matthew communicate with Parthvi by Tuesday latest)
 - v. Plant Thursdays
 - vi. Friday
 1. Do we want to do Instagram takeovers? Would be once a month on a Friday
- b. Upcoming Events
 - i. Mental Health and Wellness Week
 1. June 20-22
 - ii. Nacho Crawl
 1. Pending July 8
 - iii. Succulent Workshop
 1. August? Maybe earlier

7. Mental Health and Wellness

- a. Discussion of proposed 'Mental Health Week'
 - i. Proposed activities (Yoga Monday, Campfire Tuesday, Pottery Wednesday)

- ii. Dates (June 20-22)
 - iii. Monday - Capture the Flag (Waiting WUSA approval)
 - iv. Tuesday - Pottery (Waiting WUSA approval)
 - v. Wednesday - Bonfire
- b. Budgeting
- i. Associated costs: \$1,050 - \$300 (tickets) = \$750

8. Program Societies

- a. Program society reps:
- ERSSA → Wildflower workshop, Birding Day, Web Series, PRIDE activities
 - WEBS → Rock climbing, blog post, mentorship program, writing contest
 - PSA →
 - Aviation →
 - SAID → Not running events, wants to stay updated in terms of finance presentations and what is running so that they can continue running in Fall term
 - KISS → not running :(
 - WAGS → not running :(
- b. Meeting with program society presidents sometime this week; Update excel doc. with their contact details

9. Final Comments

- Fill in Harry's survey!

10. Meeting adjourned: 6:50PM