

November 4th Meeting Agenda

Call to Order: 4:06PM

Present:

Members at Large:

Absent:

1. Introduction of Members Present

a.

2. Approve Last Week's Meeting Minutes (October 28th Meeting Agenda)

- a. Motion to approve last week's meeting minutes
- b. Seconder: Katie
- c. *Motion passes*

3. For Funsies

- a. Fill in Birthday Calendar if you'd like!
- b. Interest for Secret Santa?
 - i. Check the Files tab of our Teams
 - ii. Exchange on Dec 1(2)
- c. WUSA - Nov 16th volunteer - Let's make it an ESS social baybee
 - i. <https://www.ticketfi.com/event/4824/volunteer-appreciation-fall-22>
 - ii. Free food! Free swag! Free entertainment!
 - iii. If you can't make it, you can still sign up for swag/appreciation gift

4. Guest Speaker for 'Sweat Free'

- a. Mix ENG and ENV to solve climate change
- b. Make more sustainable clothing
- c. Worked with news organizations and transportation companies
- d. Prevented 10 million disposable masks from entering lakes
- e. Making fertilizers with used coffee grounds
- f. Focus on local lakes and rivers
- g. ESS would like to donate some of our used coffee grounds

5. Operations - Timurul + Amir has a thing

- a. Office Hours + Lounge
 - i. Concerns with office hours - Let Timurul know
 - ii. **Lounge Booking:**
 - 1. So far no policy on booking - longest so far is 3 hours
 - 2. Thoughts?
 - a. Maybe we need something online to communicate information to other people that the lounge is booked
 - b. Max. 3 hours seems ideal
 - c. Notify people in advance

- d. Poster + Calendar
 - e. QR code to be added to a mailing list?
 - f. Minimum time before booking - 1 week?
 - 3. Looking at a more formal booking system
 - 4. If you would like to book an event, send Timurul an email at least ONE WEEK in advance
- b. Coffeeshop
 - i. **QR code feedback form for customers**
 - ii. **Greater awareness for allergens (e.x. Nuts, etc.)**
 - 1. Will call suppliers to check about this!
 - iii. ESS Coffeeshop has a new instagram, @ess_coffeeshop. Account info was passed onto the coffeeshop managers
 - iv. Coffeeshop has raised prices (\$2 baked goods)
 - v. No free refills
 - vi. Look into reinstating loyalty card program
 - 1. Karen does not think its a good idea to reinstate this term (Too many changes)
 - vii. Catering requests
 - 1. Form - Karen, Timurul
 - 2. Invoice *ahead* of event
 - Forward to Karen
 - 3. Minimum 2 days lead time
 - 4. Create catering protocol - Timurul Hoque Kazi
 - viii. Still experimenting with inventory, logistics, and quantities
 - ix. Selling out sooner than normal!
- c. Locker Requests
 - i. Still going smoothly
- d. Poster Approvals
 - i. Instructions on the fridge

6. Mental Health & Wellness - Alex

- a. Mental Health & Wellness Week: week of the 14th (November 14-19)
 - i. Hike - Monday
 - ii. Pancake Tuesday
 - iii. Waffle Wednesday
 - iv. Succulent Workshop Friday
 - v. Bonfire Saturday (19th)
 - vi. Painting
- b. Working on Peer Support program for ENV Students
- c. Suggestions go to Alex!

7. Environment Director - Katie

- a. Succulent Workshop
 - i. November 18th

- ii. Sign up link is live on Instagram
 - iii. Preordering kits now, first 25 people who sign up will have kits reserved for them
 - iv. \$5/kit
 - v. Can come into the office anytime from 8AM to 4PM
 - vi. If you decide you no longer want a kit, it will be put up for anyone else to claim
- b. Possible event with Sustainability Office in Winter Term
 - c. Suggestions go to Katie!

8. Finances - Karen

- a. Any ENV student is allowed to put in a WESEF proposal
 - i. Could be used to help fund whiteboards in ESS Lounge
 - ii. Recycling initiatives
 - iii. Outdoor Gardens (EV1)
 - iv. Working outdoor classroom
 - v. Mental Health week was paid for by WESEF!
 - vi. Proposal happens every term (If you are submitting for something for Winter you would submit in Fall)
 - vii. Easier for program societies to do it rather than solo
 - viii. Next deadline for WESEF is in Winter term (Potentially after Winter Reading Week)
- b. ESS Brand Identity Development
 - i. Lacked brand identity for a while
 - ii. Corporate uses
 - iii. Harry really wants a JACKET
 - iv. Promote idea of volunteerism
 - v. Watermark decorations, invoices
 - vi. Looking for create 15 total designs
 - 1. 2 potential minimalist logo
 - 2. 3 potential logos
 - 3. 10 fun designs
 - vii. Want to complete this project by Spring 2023
 - viii. Prospective Designs
 - ix. Want to present designs to WSTORE
 - x. Bananas are symbols of colonialism (Avoid them on professional logos...)
 - xi. Idea of having themes for each year
 - 1. Similar to how PSA has constant logo but also new fun ideas for each year
- c. Will reevaluate due dates and advertise for recruitment and look for portfolios
 - i. People who want to submit designs will submit
 - ii. Portfolio might also offput people
 - iii. Submit anything - ideas

9. Communications - Mila

10. Social Events

- Nature of events for Fall 2022
 - No restrictions
 - No masks
 - In-person!
 - Hybrid approach
- Calendar
 - Monday Playlists (every other week)/Takeovers
 1. Start after introduction posts
 - Trivia Tuesday
 1. Comms team
 - Wellness Wednesday
 1. Katie will help for now!
 - Plant Thursdays
 - Friday (every other week) ???
 1. Think about if you want to do anything on Fridays
 2. Mental Health Activities (Pottery painting - Pricy; Capture the Flag; Bonfire)
- Events:
 - ENV Horror Story - October 31 - Finished!
 1. Legacy event
 2. See Teams for document/outline
 - Charity Gala - December; *first week of december*
 1. Let Tracy know if you have an ideas for charities, themes
 2. Venue: Tracy coordinating with Maxwell's
 3. DJ: Rebecca ask Markus
 4. Catering: Mortys?
 5. Charities: Let Tracy know - compiling a list of options
 6. Photo booth / Photographer:
 - a. Photo booth: 25% discount
 - b. Photographer: student photographer
 7. Prices: Decide tickets based on venue & food
 - Succulent Workshop;
 1. Limit to in-person, study term
 2. Free
 - Nacho Crawl - November; *tentatively Nov 18*
 1. Prohibition, Pub on King, Huether
 2. Order shirts two weeks in advance
 - 3.
 - Diversity/inclusivity panel? - Mid/End November? **CANCELLED**
 - ENV Clubs and Societies Open House Fair

14. Program societies - Mustapha

- Inclusivity panel is cancelled (too busy!) - revisit in Winter term!
- Recently hosted meeting with heads of student societies and talked about budgets and plans for this term
- a. **ERSSA**
 - i. Laurel Creek clean up next week! Sign ups on Instagram (up to 60 people)
 - ii. Co-op workshop coming Nov. 17
- b. **WEBS**
 - i. Arcade Night event is on Sat, Nov 12 at 6pm. Pin Up Arcade. Free for ENV Students - sign ups required
 - ii. working on merch and an enbus social/ talent night for end of term!
- c. **KISS**
 - i. General Meeting was last Wed.
- d. **SAID**
 - i. Trying to get mentorship program going (only 4 first years applied)
- e. **WAGS**
 - i. Had pumpkin carving week before Halloween
 - ii. Going to have Meet the Fizzam (making announcement early next week) (Grad House)
 - iii. Want to go to Hockey game for Kitchener Rangers (Mid-Late Nov.)
 - iv. Want to speed up transition to a new normal for GEOG department
 - 1. Emphasizing need for better student-prof relationships within the development
 - 2. Still want a van...
 - v. Working on a calendar with Prof. office hours as well
- f. **PSA**
 - i. Just had prof. trivia night
 - ii. World Planning Day is next week
 - iii. PSA events are not very inclusive of other faculties
 - iv. Rather than general ESS calendar, might be beneficial for each society to have individual calendars that all include ESS events
 - v. PSA Is successful because they have a community
- g. **UWAS**
 - i. Bowling night is coming soon (Maybe open to everyone...)

- **Be more easier if we had this info written somewhere... calendar**
- **Looking for networking... missing out on a lot of people**

Thoughts about elections:

- No elections happened because there was a lack of participation and lack of communication?
- What is different about the way that we are trying to do this
- Interested in pivoting the way that we address events (?)

- Traditionally relied on word-of-mouth
 - Exploring other ways to engage people as we move through the term
- Will set up a formal system for feedback

Final Comments:

- People really want calendar
- Include calendar invites in emails
- ESS Website will have subscriptions available on it

Action Items:

Meeting adjourned: 5:32 PM