Math Endowment Fund
Board of Directors
BOT Meeting Agenda
February 7, 2019 – 6:00 p.m. to 6:30 p.m.
MC 1015 / Skype

Speaker: Jason Li
Secretary: Jason Li

In attendance: Alice Wang, Talia McCormick, Alex Lee, Erik Liang, Jason Li
Absent: Kanan Sharma, Yuqian (Ina) Wang
Regrets: Kevin Hare, Robert Maronowski

Meeting called to 6:05 pm.
Due to only five Board of Director members being present and a requirement of seven members for quorum, this meeting was deemed informal and considered a discussion.

Current Fund Status:
- Administrative Funds: $5,554.98
- Project Funds: $199,979.34
- Professional Development Funds: $16,664.96

Goals of the Term:
- Raise awareness of the fund
- Encourage students to apply

Main Discussion Points:
1) Plan to host a MOT (Middle-Of-Term) meeting on March 5th to address Fall 2018 EOT Meeting Minutes and to plan further meetings.
2) The low number of Funding Council Nominations is a concern – plan formed to spread awareness via the following methods:
   a) Send out emails
      - Reach out to MathSoc VPO and follow MathSoc email rules. There is concern of the MathSoc mailing list currently being broken
      - Leverage program advisors to send targeted emails. For example: Marcia Taylor (marcia.taylor@uwaterloo.ca) for Math/Business, Double Degree, Math/CPA
   b) Posters with the help of MathSoc
      - Possible extension of the deadline if required
   c) Using word-of-mouth
3) Alice Wang has expressed interest in the Executive Director position for Spring 2019
4) The current Board of Directors still have tenures lasting until next term. There is no need for a re-election or nomination.

Updated Winter 2019 Schedule:
- Funding Council Nominations due February 15th
- Funding Council Elections from February 16th to February 21st (if required)
- Project Funding Proposals due February 22nd
- Board of Directors MOT Meeting on March 5th
- Funding Council Presentations taking place March 4th to March 14th
  - Target dates: February 12th and February 14th
- Board of Directors Meeting to discuss Funding Council Recommendations – date undecided
- Board of Directors EOT Meeting taking place between March 18th to March 22nd