

**Mathematics Endowment Fund**  
Board of Directors  
Beginning of Term Meeting Agenda  
May 20th, 2020 at 7PM EST

Agenda:

1. Call to order
2. Appointment of secretary
3. Approval of April 2020 EOT Minutes
4. Update on fund
5. Goals for 2020
  - a. Additional marketing on social media to promote council, PDF, and project funding
  - b. Keep adding to transition notes/ MEF director guide
    - i. Refine online processes
    - ii. Email templates
6. Feedback initiative for future MEF improvements
7. Dates
  - a. Start Accepting Group Proposals: May 1st, 2020
  - b. Start Accepting Council Applications: May 11th, 2020
  - c. Open Director Application: June 5st, 2020
  - d. Funding Council Close: June 17th, 2020
  - e. Proposal Deadline: June 24th, 2020
  - f. Presentations: July 2nd - 8th, 2020
  - g. Close Director Application: July 5th, 2020
  - h. Deliberation: Week of July 13th, 2020
  - i. Board EOT: Week of July 13th or week of July 20th, 2020
8. Adjournment

Minutes

1. Call to order
  - a. Meeting started at 7:03 PM
2. Appointment of secretary
  - a. Andres is appointed as secretary
3. Approval of April 2020 EOT Minutes
  - a. Kevin Hare motioned..Erik seconded. Motion passed.
4. Update on fund
  - a.
    - i. 4.5k for admin expenses
    - ii. 13k for pdf
    - iii. 163k group proposals
    - iv. Questions about funding for next term:
      1. How would shifting funding into pdf affect the next terms?

- a. It would not affect next term
- 5. Goals for 2020
  - a. Additional marketing on social media to promote council, PDF, and project funding
    - i. Push new initiatives online for online courses. Focus on social media and mathsoc partnership
  - b. Keep adding to transition notes/ MEF director guide
    - i. Refine online processes
      - 1. Add to the guide for next term
    - ii. Email templates
      - 1. Systematized the MEF responses
- 6. Feedback initiative for future MEF improvements
  - a. Feedback about people that applied for MEF. Send a confirmation email to the people that are getting a reimbursement. Use a google form for the student to receive feedback
- 7. Dates
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  - i. Board EOT: Week of July 13th or week of July 20th, 2020
- 8. Adjournment
  - a. Andres motions, Kevin seconds, Motion passed meeting adjourned at 7:40