

Chemistry Graduate Association at Simon Fraser University*Meeting Minutes*

September 12, 2014

6000 level MBB Lounge*In Attendance:*

Fatima Garcia (GSS Councillor Alternate/DGSC Representative), Nevena Cekic (President), Kate Prosser (DGSC Representative), Stephanie Chang (Social Coordinator/Graduate Information Coordinator), John Thompson (Treasurer), Alisa Paterson (Secretary), Ryan Clarke (Vice-President)

Regrets:

Saeideh Shamsi (TSSU Steward), Usman Rizwan (TSSU Steward), Jennifer Pore (TSSU Steward/Sports Representative), Kenny Lin (TSSU Steward), Graeme Langille (Sports Representative), Mahsa Gharibi Marzancola (GSS Councillor), Dustin Duncan (Social Coordinator), Yumeela Ganga-sah (TSSU Steward), Heather Wiebe (Social Coordinator)

1. Call to Order

- Meeting was called to order at 10:50 AM in the 6000 level MBB Lounge.

2. Appointment of the Chair

- **MOVED** to appoint Nevena Cekic as Chair for this meeting.

Moved by: Alisa Paterson

Seconded by: Fatima Garcia

MOTION CARRIED.

- Nevena Cekic (President) was appointed Chair for this meeting.

3. Appointment of the Secretary

- **MOVED** to appoint Alisa Paterson as Secretary for this meeting.

Moved by: Nevena Cekic

Seconded by: John Thompson

MOTION CARRIED.

- Alisa Paterson (Secretary) was appointed Secretary for this meeting.

4. Approval of Minutes

- **MOVED** to approve the minutes of the August 22, 2014 Chemistry Graduate Caucus meeting.

Moved by: Kate Prosser

Seconded by: Stephanie Chang

MOTION CARRIED.

5. Reimbursements

Games Night (August 27, 2014)

- **MOVED** that the Chemistry Graduate Association reimburse **John Thompson** \$547.26 from the cash box for expenses related to games night (\$241.20 for alcohol, \$48.78 for food from Costco, \$207.28 for pizza, and \$50 for a taxi).

Moved by: Alisa Paterson

Seconded by: Kate Prosser

Abstention: John Thompson

MOTION CARRIED.

Poster Competition (October 3, 2014)

- **MOVED** that the Chemistry Graduate Association reimburse **Stephanie Chang** \$25 from the cash box for the special occasion license for this event.

Moved by: Alisa Paterson

Seconded by: John Thompson

Abstention: Stephanie Chang

MOTION CARRIED.

Old Business

6. Elections (September 24, 2014)

- The Caucus will hold its elections on September 24 at 11:00 am. Nevena Cekic (President) will book a room and send chemistry graduate students an email.
- The caucus will order food from a location to be determined at a future date.

7. Fundraising

- John Thompson (Treasurer) updated the caucus about finances. The caucus has sold \$14,214 worth of lab supplies, and owes the department approximately \$8,000. There is approximately \$15,000 in the trust account.
- John will have to speak with either Lesley Butler (Manager, Academic & Administrative Services) or the incoming Financial Assistant to determine the exact amount of debt owed by the caucus.

New Business

8. Poster Competition (October 3, 2014)

- The department informed the caucus that the poster competition will be combined with Mario Pinto's (former VP, Research and Chemistry Faculty) going away party. There will be a BBQ and a slide show. The special occasion license runs from 4 pm to 10 pm.
- Stephanie Chang (Social Coordinator/Grad Info Coordinator) has a meeting with Peg Johnsen this afternoon to discuss this event.
- Steve Holdcroft (Chemistry Department Chair) says the caucus will be given \$600 to hold this event. If more money is needed, the caucus will inform him.
- The caucus will purchase two 50 L kegs and 8 dozen coolers and ciders. 10 bottles of wine will be provided by the department. Burgers, hot dogs, buns, fruit and veggie trays, water, and pop will be purchased at Costco.
- The department is expecting 150 people. Therefore, security will be required at this event, and will cost \$25/hour. The caucus may give security a stamp so that departmental members will not have to have their IDs continually checked.

- Nevena Cekic (President) will speak with Steve Holdcroft to make sure the department is handling the organization of the slide show and projector.
- Steve Holdcroft (Chemistry Department Chair) mentioned that a new barbeque would be beneficial for future departmental events.

9. Caucus Dinner (September 15, 2014)

- The caucus will host a dinner honouring the hard work of its members for the past year.
- The caucus will allot \$600 toward this dinner.
- The dinner will take place at the Cactus Club at Coal Harbour. Nevena Cekic (President) will call and make a reservation for 7:30 pm. She will also invite Evon Khor (Undergraduate Secretary) and Nathalie Fournier (Graduate Secretary).

10. Move from TASC 2

- On Monday, Sept 15, 2014, members of the caucus will move all caucus inventory from its current place in TASC2 to the coffee room (SSB7103) for non-valuable inventory and to the Chair's storage room (C9060) for valuable inventory.

11. Adjournment

- **MOVED** to conclude the meeting.
Moved by: Kate Prosser
Seconded by: Nevena Cekic
MOTION CARRIED.

Meeting concluded at 11:26 AM.