



November 2024 General Meeting Minutes

Tuesday | November 12th

Location: Discord	Meeting Chair: Gahee Kim, Mantaj Dhillon
Meeting Minutes: Sophia Don Tranho	

ATTENDEES

✨ CORE EXECUTIVES		✨ UNION MEMBERS	
Gahee Kim	President	Aniyah Bohnen	
Mantaj Dhillon	President	Amelia Shen	
Sophia Don Tranho	Secretary	Malaika Qureshi	
Mabel Ling	Treasurer	Sydney Komanac	
Bavneet Kaur Hothi	Communications Coordinator	Isabelle Kwan	
Felicia Jiang	Events Coordinator		
Mara Liwayway David	Events Coordinator		
Angela Kim	Marketing Coordinator		
Emily Qin	Mentorship Program Coordinator		
Vidhi Aggarwal	Executive at Large		
sumo	Faculty Liaison		

Meeting COMMENCED: 07:01 PM

AGENDA & TOPICS DISCUSSED

✨ ONGOING INITIATIVES

EXECUTIVE



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★ Mantaj & Gahee

1. November WiCS Step Challenge
 - a. Has begun today, lots of people didn't click to join the challenge part, pls join
2. Lavender hoodies
 - a. Purchased 40
 - b. TODO: send receipt to Mabel
 - c. Arrive around November 20th
 - d. Going to set-up buying system whenever Mantaj's on campus
3. Sponsor survey
 - a. <https://forms.gle/E4uGD2A19CeKjom7A>
 - b. TODO: send out blurb in newsletter
 - c. Added new metrics
4. Common room new stuff
 - a. Looking for TVs and switch
 - b. Deciding on TV size
 - Around 40 inch to fit onto TV mount in common room
 - Need to contact WiE to figure out how to mount TV because some bolts are missing
 - Thinking about getting it from costco
 - c. Looking for second-hand switches
 - Facebook marketplace
 - Goes for around \$300
 - Extra games are around \$100 each
 - Get extra consoles
 - d. What switch games to get
 - Mario kart, overcooked, super smash bros, just dance
 - e. Motion around \$600 for TV and switch each
 - f. Motion for blankets
 - Costco? Kinda pricey
 - Walmart have blankets for \$10/each
 - Winners
 - Throw blankets

★ Felicia & Mara

1. Pre-Christmas event
 - a. November 25th, Monday
 - b. Mrs Clause's Cozy Corner
 - c. Pre-finals event
 - d. Four different stations
 - Pipe-cleaner christmas crafts
 - Decorating cookies
 - Festive photo station
 - Real hot chocolate station
 - e. Messaged sumo for room booking

- f. Want curry and samosas for food
2. Giftcards confirmed with Denise and Kaitlynn for Halloween
3. International Women's Day with Women in STEM
 - a. Join their server and message Felicia/Mara to help with planning

★ Avni & Lauren

1. NETGEAR
 - a. Lauren sent out pre-event email
 - b. Some people cancelled
 - c. Please join and spread the word!
 - d. Got shuttle leaving and going back to SFU
2. Full stack workshop
 - a. Instead of 2, doing 1 workshop
 - b. Around first week of December
 - c. Looking for full stack workshop hosts
 - d. Has workshop sheets detailing structure and preparations
 - e. If can't find host, can adjust to something else
3. Borealis AI
 - a. November 27th
 - b. TODO: start promotions
 - c. Fireside chat and networking tour

★ Bavneet

1. WiCS PAN CAN Collab event
 - a. Haven't gotten back yet
 - b. Supposed to do a meeting last week and sent out when-to-meet but only 2 people filled it out
 - c. Messaged back about meeting confirmation
 - d. Concerned because event in about 2 weeks
 - If too short notice, might not work out
2. Regular newsletter config
 - a. TODO: send out newsletter + add full-stack workshop volunteer needed and STEP challenge
3. FAS meeting
 - a. New lab rules about chemicals
 - b. Changing a bit of rules about how to contact and get spaces

★ Emily

1. Mentorship
 - a. Followed up with all groups
 - b. Everything should be on track
 - c. Mentees got to ask a lot of questions during meeting
 - d. Planning next meeting

★ Angela

1. TODO: Cosmo promo need to be done-
2. STEP challenge promo uploaded

GENERAL

1. Networking Night
 - a. Had first meeting
 - i. Went over expectations for each team
 - ii. Nobody had questions
 - iii. January 31st, Thursday or Friday
2. End of Semester Care Packages
 - a. Aiming to give out care packages near the end of classes, ~Nov 25th
 - b. Volunteers
 - i. Aniyah
 - ii. Amelia
3. Lunch & Learn
 - a. Burnaby recap
 - i. Lunch and Learn finished
 1. Little underprepared
 2. The time gap between emails were large so promotions were difficult
 3. Everyone came to lunch
 4. Went really well and everyone learnt a lot
 5. Sent receipts to Mabel
 6. Dr. Diana Cukierman ordered the chicken thigh curry
 - b. Surrey
 - i. **Jennifer's Update:** the location will be at [KINTON RAMEN](#), on Wed, Nov 27th at 11:00 AM
 - ii. TODO: send blurb and photo to marketing - Mantaj
4. Common Room
 - a. Received 2 complaints
 - i. About non-WiCS to WiCS member ratio being broken
 - ii. Could put up a sign for a few weeks
 - iii. Could put out discord announcement
 - iv. Could restrict room to only women - final action after initial signage
5. Open floor

✨UPCOMING EVENTS

Nov 13th	NETGEAR event
Nov 19-21st	PAN-CAN SAP collab event
Nov 27th	Borealis AI Office Tour
Early Dec	Full-Stack Project workshop
Nov 27	Lunch + Learn Surrey



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Jan 13th	Orbis Event w/UBC
March 25th	CSE Collab

✨ MOTIONS

<ol style="list-style-type: none"> 1. MOTION \$600 for TV for Common Room <ol style="list-style-type: none"> a. Motioned by Gahee Kim b. Seconded by Emily Qin c. Motion: Passed 2. MOTION \$600 for Nintendo Switch for Common Room <ol style="list-style-type: none"> a. Motioned by Gahee Kim b. Seconded by Angela Kim c. Motion: Passed 3. MOTION \$50 for blankets for Common Room <ol style="list-style-type: none"> a. Motioned by Gahee Kim b. Seconded by Felicia Jiang c. Motion: Passed 4. MOTION \$350 for Mrs. Clause's Cozy Corner event supplies <ol style="list-style-type: none"> a. Motioned by Felicia Jiang b. Seconded by Isabelle Kwan c. Motion: Passed

Meeting ADJOURNED: 07:47 PM

✨ ACTION ITEMS

Presidents: Gahee & Mantaj	<ul style="list-style-type: none"> ★ Merch <ul style="list-style-type: none"> ○ Hoodies ★ Website ★ Sponsorship package ★ Networking Night ★ Sign to Common Room Door
Secretary: Sophia	<ul style="list-style-type: none"> ★ Upload minutes
Treasurer: Mabel	<ul style="list-style-type: none"> ★ Reimbursements
Communications Coordinator: Bavneet	<ul style="list-style-type: none"> ★ Send out newsletter <ul style="list-style-type: none"> ○ Step challenge ○ Tech workshop volunteer search ○ Survey: https://forms.gle/E4uGD2A19CeKjom7A ★ Newsletter alternatives



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	<ul style="list-style-type: none"> ★ WiCS Pan Can initiative ★ CSDC Meeting ★ Networking night
Events Coordinators: Felicia & Mara	<ul style="list-style-type: none"> ★ Costume Coffin House giftcards ★ Mrs. Clause Cozy Corner planning ★ International Women's day
Technical Coordinator: Avni & Lauren	<ul style="list-style-type: none"> ★ Find workshop host/change event ★ Borealis AI ★ Netgear ★ Orbis event
Marketing Coordinator: Angela	<ul style="list-style-type: none"> ★ Burnaby Lunch and Learn
Visual Design Coordinator: Anne	<ul style="list-style-type: none"> ★ Borealis AI ★ Surrey Lunch & Learn
Graduate Coordinator: vacant	<ul style="list-style-type: none"> ★
Mentorship Program Coordinator: Emily	<ul style="list-style-type: none"> ★ Mentorship
Executive at Large: Vidhi	<ul style="list-style-type: none"> ★ Common room upkeep <ul style="list-style-type: none"> ○ check snacks supply ★ Bulletin Board <ul style="list-style-type: none"> ○ Step challenge recap ○ Cosmos front page? ○ Spooks and Sweets recap