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Executive Meeting Minutes

Date: Jan 13, 2023

Present: Chris, Beah, Alexandra

Regrets:

Absent: Olivia

Chair: Tara

Secretary: Beah

No one (forgotten) motions to start the meeting, No one seconds.

Signatures:

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President Resource Coordinator

**Elections**

Tara suggested March 13,14,15 as the election dates. Everyone agreed.

**Kyla’s Duties**

* Chris will help with picking up items and helping to poster.
* Olivia and Beah can plan the events and do the online updates
* Alexandra will deal with the Free Coffee including:

Digital edition? Linked into the SUNSCAD website

Less expense

Maybe do some printed editions

Digitize previous copies

Have a student led committee next year

Not doing it this year

Apology e-mails to submitters and entire student body

**Rebate Application Workshop**

* Chris will put together an equity workshop this term to let students know about all the different subsidies available to them.

**Visibility Posters**

* Olivia will do the Port Campus, Beah the Academy and Chris Fountain Campus

**Office Hours**

* Chris is planning on coming in on Tuesdays.