

Executive Meeting Minutes

Date: 2013-09-10
Attending: Erik, Jessie, Julian, Andrew
Time: 120 minutes

Scheduled Business

Item #1

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	
Julian	M	Executive for 2014	
Discussion:	In order to balance those leaving the executive this year (Jenn, Ghanesh, and at the end of the year, Colin) we'll need to invite some more members Julian, Erik, Jessie, and Andrew to stay Select 4 to invite		
Action:	Andrew to find old invitation template and share with Julian		
Action:	Julian to invite new potential members		

Item #2

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	
Erik	M	AGM	
Discussion:	Dates narrowed down: October 26 or November 2nd (confirm availability with David B) Discussion of activities, organization, and awards. Decision to over 2014 badges at the event.		
Action:	Erik to book room with David B, get food, and necessary materials		
Action:	All talk to volunteers at the upcoming meetings regarding the AGM and award		

Item #3

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	
Jessie	M	Volunteer Meetings	
Discussion:	Upcoming meetings discussed. Agenda - Incident Report - Donations - AGM - Feedback from volunteers - Swag to give out - Forum - Parental Carpool & Parental Waiver		
Action:	Jessie to share agenda and solicit topics ahead of time.		

Item #4

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	
Julian	M	Volunteer Feedback	

Discussion:	
	Discussed receiving several unrelated complaints about a volunteer and how to proceed.
Action:	Andrew to review writing a letter to said volunteer