

# June 2026 General Meeting Minutes

Monday | Jun 22nd

|                                 |                               |
|---------------------------------|-------------------------------|
| Location: Discord               | Meeting Chair: Sydney Komanac |
| Meeting Minutes: Manjari Prasad |                               |

## ATTENDEES

| ✨ CORE EXECUTIVES |                              | ✨ UNION MEMBERS |
|-------------------|------------------------------|-----------------|
| Sydney Komanac    | President                    | Sahaj Bhangu    |
| Manjari Prasad    | Secretary                    |                 |
| Stella Shan       | Treasurer                    |                 |
| Tina Kaur         | Director of Sponsorships     |                 |
| Chhaya Pradhan    | Director of Communications   |                 |
| Sia Garg          | Director of Events           |                 |
| Alexis Yew        | Director of Technical Events |                 |
| Praneet Kaur      | Director of Technical Events |                 |
| Asmi Pahwa        | Director of Marketing        |                 |
| Bianca Dimaano    | Director of Visual Design    |                 |
| Emily Quan        | Director of Visual Design    |                 |
| Malaika Qureshi   | Director of Mentorship       |                 |
| Aeris Chan        | Executive at Large           |                 |

Meeting COMMENCED: 19:32

## AGENDA and TOPICS DISCUSSED

### ✨ ONGOING INITIATIVES

**EXECUTIVE**

★ Sydney & Jennifer - Presidents

1. Director of Graduate Events
  - a. In interviewing phase rn. Will be wrapped up within the week
2. Try/CATCH Committee Update
  - a. Posted for volunteers
  - b. Waiting for confirmation and visual design confirmation
  - c. Will start meeting next week or the week after

★ Manjari - Secretary

1. WiCS Website and AEM Portal
  - a. Once headshots are ready, add the photo and the intro in.
  - b. Design Request in sheet

★ Stella - Treasurer

1. Funding Proposal Progress
  - a. Had a meeting on how much to request from FAS
  - b. Will be finished by this week and there would be another meeting with co pres
  - c. Send heads ups on reimbursements to Stella!!
  - d. If we need to add Renee, we would have to go in person

★ Tina - Director of Sponsorships

1. Signed GOLD tier sponsorships for Teck and Metalab
  - a. Metalab wants to event in Feb
2. Sent SAP the invoice for their sponsorship, awaiting release of payment and their confirmation that everything is ok with the invoice this time
3. Follow up with Nimz on Tuesday for Orbis's payment to us
4. Reached out to new sponsors (have not heard back from any yet)
  - a. Some of the email contacts for companies do not work
5. Sent ILM, RBC the sponsorship package (they seem interested) 🙏, will follow up with them in 10 days
6. Scheduled a meeting with AWS on August 28 between 1:00 - 1:30 pm
7. Telus, CDM, RBC Borealis seem to have ghosted us 🌹, if we can get any other contacts for them from other clubs, I can reach out to them again
8. Nimz would like to know if the MLH payment of \$250 ever came through for Hack the Galaxy back in Jan-Feb.

★ Chhaya - Director of Communications

1. FAS Monthly Meeting
  - a. Attended around 2 weeks ago and gave updates on our past events like chrome extension and sip & paint.
  - b. They mentioned funding applications – let them know presidents are working on it
  - c. SFSS is hosting a funding info session. (might attend)

2. Upcoming Newsletter

- a. Monthly hangout and AWS Reachback up there
- b. If you have any other suggestions, let Chhaya know
- c. Close MailChimp account
- d. Start thinking about LinkedIn newsletter
  - If you need Sydney's template, let her know

★ Phoebe & Sia - Director of Events

1. Sip & Paint Event

- a. Went really well! A moderate amount of people came.
- b. Got fewer participants than RSVPs
- c. Reached out to WiE to plan collab event and we're waiting to hear back

2. Next event??

- a. Meeting on Thursday to plan

★ Alexis & Praneet - Director of Technical Events

1. Chrome Extension Workshop

- a. Went well but we expected a higher turnout
- b. Workshop was smooth!

2. AWS Reachback

- a. Instagram post is up and an email was sent and Chhaya will be including it in the newsletter as well
- b. Jennifer and Asmi will be present the day of

3. WiE Technical Event

- a. Meeting scheduled on Thursday with them to brainstorm and discuss
- b. Hardware budget might be around 300\$ for 20 ppl
  - Maybe we can borrow from WiE members instead
- c. Budget will be split evenly if the members are around 50-50

4. Teck & Metalab Event Planning

- a. They signed the contracts and now we're just waiting.
- b. Will schedule a meeting in around 2 weeks

★ Bianca & Emily - Director of Visual Design

1. Finished working on:

- a. Sip & Paint Post
- b. AWS Reachback Post
- c. Game Night Monthly Meeting Post

2. Currently working on:

- a. Exec Intro Posts
  - Photos edited. Just gotta put it together with graphics
  - Will send link with edited pics on WiCS chat
- b. Cosmos Redesign

- Will be done after exec intros and shown next meeting
- c. We requested \$500 from FAS and it was given. If theres specific merch items you have in mind, figure out an estimate cost and send it to sydney.

★ Asmi - Director of Marketing

1. WiCS CR Promotions
2. Summer Reels
  - a. Will be there in person for monthly hangout
  - b. We'll post it a couple days after
  - c. Based on attendance of execs on 30th, we could film some general reels
  - d. If its hard to get all execs, we can ping volunteers and ask them for help
3. Marketing Calendar
  - a. It has been set up in Notion
  - b. Post up for AWS and monthly hangout
  - c. Maybe post AWS on LinkedIn as well (Technical events in general and bigger socials like the upcoming ones with WiE)

★ Malaika - Director of Mentorship

1. Mentorship Program Logistics
  - a. Open to advertise mentorship program to FROSH
  - b. Might also recruit from 2nd and 3rd year (so ask profs) – maybe not 3rd year cuz it should be for newer students as most mentors are older
  - c. Reimburse each month like 10\$ for coffee or something
  - d. Keep mentee and mentor sign ups open so that people can join whenever
    - People might not have pressure to actually apply (get Jennifer's opinion on this)
    - Maybe open in the fall, open again in Spring
    - Ideally mentors need to be interviewed as well which might get a little tiring.
    - Getting mentors usually isn't a difficulty
  - e. Budget: once we get funding for the next year from FAS and sponsors are secured, we can give a clearer budget
  - f. Going through responsibilities and adding them on. There used to be themes for each month of the program
  - g. Mentor applications were opened last year in mid-July so we should even do it mid-July or late-July. We would need to send in a design request

★ Aeris - Executive at Large

1. Monthly Hangout
  - a. Game night event on June 30th (On TASC 9204)
  - b. Its 2.5 hrs long. We have drop in but also a form for food and everything
2. Common Room Refresh Poll Stuff
  - a. Its out!

- b. Will take a look through the feedback and condense it in a way where it can be utilized on saturday.
- c. Maybe after 2 weeks, send a reminder saying "DEADLINE BY TMRW FILL ASAP FOR RAFFLE"

## GENERAL

### ★ Common Room Refresh

- **Saturday, June 27, starting @ 10AM**
- Inventory sheets
  - There might be some old ones in the drive in the common room folder which is in the admin folder.
  - Aeris could set up a google sheet for it, and then ping co-presidents
- Cleaning supplies
  - Sydney will bring some
  - Microwave super dirty and has to be cleaned
  - Mousetrap is still there but no mouse. Sydney swears the mouse isnt there anymore.
  - After Saturday, Aeris can post that common room is reopened
  - After Saturday, write down a list of other supplies we need to get
- Anyone can join!

## ✨UPCOMING EVENTS

|          |                      |
|----------|----------------------|
| 07/09/26 | <b>AWS Reachback</b> |
|----------|----------------------|

## ✨MOTIONS

1. MOTION \$ to pay name for event
  - a. Motioned by name
  - b. Seconded by name
  - c. Motion: Passed/Failed
2. MOTION \$ to pay name for event
  - a. Motioned by name
  - b. Seconded by name
  - c. Motion: Passed/Failed

Meeting ADJOURNED: 20:13

## ✨ACTION ITEMS

Presidents: Sydney & Jennifer

- ★ Finalize try/CATCH committee
- ★ Wrap up Director of Graduate Events interviews

|                                                |                                                                                                                                                                                                                                                                                                                                   |
|------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Secretary: Manjari                             | ★ Upload Meeting Minutes                                                                                                                                                                                                                                                                                                          |
| Treasurer: Stella                              | ★ Finish funding proposal and schedule follow up meeting with co-presidents                                                                                                                                                                                                                                                       |
| Director of Sponsorships: Tina                 | ★ Follow up with Nimz on Tuesday (re: Orbis Payment)<br>★ Follow up with ILM and RBC in 10 days<br>★ Seek alternate contacts for Telus, CDM, RBC Borealis via other clubs                                                                                                                                                         |
| Director of Communications: Chhaya             | ★ Finalize upcoming newsletter (AWS Reachback + Monthly hangout)<br>★ Close Mailchimp account and start planning LinkedIn newsletter                                                                                                                                                                                              |
| Director of Events: Phoebe & Sia               | ★ Plan next social event <ul style="list-style-type: none"> <li>○ And the gathering with WiE</li> </ul>                                                                                                                                                                                                                           |
| Director of Technical Events: Alexis & Praneet | ★ Meet Thursday with WiE to brainstorm for technical event<br>★ Clarify hardware budget<br>★ Schedule meeting with Teck and Metalab in ~2 weeks                                                                                                                                                                                   |
| Director of Marketing: Asmi                    | ★ Attend monthly hangout in person (June 30) and film reels<br>★ Post AWS Reachback on LinkedIn                                                                                                                                                                                                                                   |
| Director of Visual Design: Bianca & Emily      | ★ Finish exec intro posts<br>★ Begin Cosmos redesign <ul style="list-style-type: none"> <li>○ Present these at the next meeting</li> </ul>                                                                                                                                                                                        |
| Director of Mentorship: Malaika                | ★ Plan outreach strategy for FROSH and 2nd years                                                                                                                                                                                                                                                                                  |
| Executive at Large: Aeris                      | ★ Review CR poll feedback <ul style="list-style-type: none"> <li>○ And send deadline reminder for this in ~2 weeks</li> </ul> ★ Set up Google Sheet for inventory <ul style="list-style-type: none"> <li>○ Ping co-presidents once done</li> </ul> ★ After June 27th, post that common room is reopened and compile supplies list |