

September 2026 General Meeting Minutes

Tuesday | Sep 15th

Location: Discord	Meeting Chair: Sydney Komanac, Jennifer Huang
Meeting Minutes: Manjari Prasad	

ATTENDEES			
✨ CORE EXECUTIVES		✨ UNION MEMBERS	
Sydney Komanac	President	Kelly	
Jennifer Huang	President	Sahaj	
Manjari Prasad	Secretary	Aniyah	
Stella Shan	Treasurer	Gahee	
Tina Kaur	Director of Sponsorships		
Chhaya Pradhan	Director of Communications		
Phoebe Cai	Director of Events		
Sia Garg	Director of Events		
Alexis Yew	Director of Technical Events		
	Director of Technical Events		
Isabelle Kwan	Director of Graduate Events		
Asmi Pahwa	Director of Marketing		
Bianca Dimaano	Director of Visual Design		
Emily Quan	Director of Visual Design		
	Director of Mentorship		
Aeris Chan	Executive at Large		

AGENDA and TOPICS DISCUSSED

✨ ONGOING INITIATIVES

EXECUTIVE

★ Sydney & Jennifer - Presidents

- Try/CATCH
 - a. Planning is continuing. Might have to push registration a little bit from initial date because of workshop hosts.
- Networking Night
 - a. We had two people step down due to commitment issues for this semester so the date got pushed back but we found other volunteers and we would have another meeting tmrw
- CSSS Frosh Info Session
 - a. Gave a short presentation about WiCS and what events we host
 - b. Unfortunately not a lot of froshees (and not a lot of women)
 - c. Have Sia or Phoebe (slickly) promote the mentorship program

★ Manjari - Secretary

- Updated sponsor pages with new information and pictures (with whatever we had)
 - a. Were there any RBC x WiCS collab events?
 - Career Fair – and had a workshop for the career fair
 - b. Do we have any pictures with Deloitte?
 - No we dont
- We need new pages for “WiCS Writes” columns so who should I reach out to?
 - a. Coordinate with Chhaya and Asmi and maybe make a post asking people if anyone's interested in sharing experiences (maybe co-op stories or whatever they would post on linkedin)
 - b. Could make a google form for the post you would like to be featured
 - c. Jennifer will make a post
- We need to update the portal with new events (and also put pictures of older ones)
 - a. Which upcoming events should I put on there?
 - Study Marathon once ready
 - Frosh Week
 - Web Dev Workshop
 - b. Which older events deserve to be there?
 - Hack the Galaxy
 - Frosh Week
 - Hardware Workshop Collab

★ Stella - Treasurer

- Past week been working on the budget

- Gets confusing with all sponsors but Tina and Presidents were collaborative!
- Few final edits that need to make but after that, should be finalized
- 2 or 3 reimbursements still need to be made because money is getting transferred from savings to chequing
- Because we got rid of alumni chats, would the 300\$ go to grad events instead?
 - a. Yeah just keep it that way

★ Tina - Director of Sponsorships

- Orbis Office tour details confirmed.
 - a. Hiring for co-ops and want that mentioned in the event announcement to increase attendance
 - b. Scheduled for October 1st
- Workday event details confirmed.
 - a. Hiring for co-ops and want that mentioned in the event announcement to increase attendance
 - b. Scheduled for November 3rd (5-7 PM)
- Will reach out to AWS to see if they want to booth at try/CATCH and give out merch.
 - a. AWS said they're down to sponsor in January so will reach out to them in 2027
 - b. They don't get a chance to booth. They are allowed to give merch though

★ Chhaya - Director of Communications

- LinkedIn Newsletter Posted
- Weekly Newsletter - Mondays

★ Phoebe & Sia - Director of Events

- Boba social event turned out well
 - a. Around 20 attendees but only one left over even though there were quite a bit who didn't drink
 - b. Phoebe took a couple of photos and will be added to the drive soon
 - c. Went a little over budget but we're a little under for the cookies decoration event
- Sia bought some supplies for the upcoming FROSH for the cookies and cupcakes one
 - a. Forgot icing bags so will go to nestors and check it up
- Had a meeting with Laraib for Girlies Noon. Meeting on October 6th. Will probably be in a SoSy room from 3:30-6 PM. They dont have a huge budget so will be supplying whatever leftover clay they had.
 - a. We also have some leftover clay so feel free to dig in the boxes for 6-8 tubs of unused clay

★ Alexis & Praneet - Director of Technical Events

- Pushing workshop back one week since one of the hosts is unable to make it
- Will have Fall event meeting w/ Presidents tmrw

★ Isabelle - Director of Graduate Events

- Met with presidents to go over events we wanna go over through for the semester
- Have also shared it with other execs
- Been trying to plan up for the first event. Writing design request soon
- For the other event coordinators, would like to have a meeting to collab soon

★ Bianca & Emily - Director of Visual Design

- Completed the following:
 - a. Fall Clubs day post
 - b. Midnight Madness Cookie & Cupcake Decorating post
 - c. Bulletin board designs + printed + cut
 - d. Common room rules posters printed + cut
- Working on:
 - a. Web Development Workshop post
 - b. WiCS Study Marathon post
 - c. Crafts in the Cosmos post
- Brand Guide
 - a. Working on a brand guide deck so execs and external groups can have a clear, established guide when using WiCS branding
- Need to motion
 - a. Stickers & pins
 - b. Prints for bulletin board & CR

★ Asmi - Director of Marketing

- Discord Link now fixed
- All other events posted up there
- Asmi will be sending inspo for tiktoks to create
- Jennifer wants her dance up on instagram (good CR marketing)

★ Malaika - Director of Mentorship

- Held the mentor orientation today. 11 out of 14 mentors were there. I will be sending everyone the slides I presented as well as some resources. I will also be reaching out to a mentor who didn't RSVP one final time and to another mentor who RSVP'd they can come but weren't there to check in.
- I'm going to be reaching out to professors to ask if I can come advertise the mentorship program
- I'm going to reach out to UBC WiCS and ask if they would like to collaborate on an event again this year. I will bring up the round table networking event as an idea and also look into hosting on Vancouver campus.
- I will also make the Discord channel in WiCS for the mentorship program.

★ Aeris - Executive at Large

- Crafts in the Cosmos Event

- a. Will be occurring on September 29th, from 3pm to 5pm. Visual Design request made already
 - b. TASC 9204
- October Monthly Event :
 - a. In the works/ aka the same game night cuz i thought we needed another one. Semi booked TASC 9204 but with the chance of it being moved around
 - b. I will post the vd req in october when that's more finalized.
- Bulletin board:
 - a. Will be doing with Bianca Thurs.
- ACTION ITEMS for me(cuz I will forget):
 - a. buy more stuff for crafts in cosmos
 - b. try to log onto the nintendo account when i have time to stalk fall discounts

GENERAL

- ★ Donating boxes outside the wics room
 - Sydney and Jennifer will try getting rid of it this month
- ★ Montreal hackathon
 - Praneet and Alexis can follow up if they're interested
- ★ Clubs Day
 -
- ★ Phoebe and Sia thinking of doing a cafe crawl before it gets too cold

✨UPCOMING EVENTS

9/25/2026	Web Development Workshop (5-7 PM)
9/19/2026	FROSH Midnight Madness Chill Room (12-3 AM)
9/19/2026	Frosh Midnight Madness Cookie Decorating (4-6 AM)

✨MOTIONS

1. MOTION \$85.41 to pay Bianca Dimaano for Stickers and Pins
 - a. Motioned by Bianca Dimaano
 - b. Seconded by Aniyah Bohnen
 - c. Motion: **Passed**/Failed
2. MOTION \$32.76 to pay Bianca Dimaano for Bulletin Board CR poster printing
 - a. Motioned by Bianca Dimaano
 - b. Seconded by Isabelle Kwan
 - c. Motion: **Passed**/Failed
3. MOTION \$50 to pay Isabelle Kwan for Graduate welcome event

- a. Motioned by Isabelle Kwan
- b. Seconded by Tina Kaur
- c. Motion: Passed/Failed

Meeting ADJOURNED: 20:43

✨ ACTION ITEMS

Presidents: Sydney & Jennifer	★ Jennifer to post about WiCS Writes columns ★ Get rid of donation boxes outside the WiCS room this month ★ Continue Try/CATCH planning ★ Finalize Networking Night details
Secretary: Manjari	★ Upload Meeting Minutes ★ Reach out to Chhaya and Asmi to coordinate WiCS Writes columns; make a post asking for interest and create a Google form for submissions ★ Update the portal with new events (Study Marathon, Frosh Week, Web Dev Workshop) and older ones (Hack the Galaxy, Frosh Week, Hardware Workshop Collab), including photos
Treasurer: Stella	★ Finalize remaining budget edits ★ Process pending reimbursements ★ Redirect the \$300 previously for alumni chats to grad events
Director of Sponsorships: Tina	★ Ask AWS for free merch at try/CATCH ★ Follow up with AWS about sponsorship in 2027
Director of Communications: Chhaya	★ Continue weekly newsletter ★ Mention the WiCS Writes column on the upcoming newsletter
Director of Events: Phoebe & Sia	★ Add boba social photos to the drive ★ Get icing bags from Nestors for cookie cupcake decorating ★ Follow up with Laraib for Girlies Noon ★ Look into cafe crawl planning
Director of Technical Events: Alexis & Praneet	★ Finalize web dev workshop details ★ Follow up on Montreal hackathon if interested
Director of Graduate Events: Isabelle	★ Write design request for first event ★ Set up a meeting with other event coordinators to collaborate

Director of Marketing: Asmi	★ Send TikTok inspo to the team for clubs day and Frosh ★ Post dance videos on Instagram to promote common room
Director of Visual Design: Bianca & Emily	★ Finish Web Dev, Study Marathon, and Crafts in the Cosmos post ★ Continue brand guide deck
Director of Mentorship: Malaika	★ Send mentor orientation slides and resources to all mentors ★ Reach out to professors to advertise the mentorship program ★ Create a discord channel for the mentorship program ★ Reach out to UBC WiCS regarding collaboration
Executive at Large: Aeris	★ Buy more supplies for Crafts in the Cosmos ★ Check the Nintendo account for fall discounts ★ Post the October events VD request once finalized ★ Work on bulletin board with Bianca on Thursday