



January 2025 General Meeting Minutes

Monday | January 13th

Location: Discord	Meeting Chair: Gahee Kim
Meeting Minutes: Sophia Don Tranho	

ATTENDEES

✨ CORE EXECUTIVES		✨ UNION MEMBERS
Gahee Kim	President	Isabelle Kwan
Mantaj Dhillon	President	
Sophia Don Tranho	Secretary	
Mabel Ling	Treasurer	
Bavneet Kaur Hothi	Communications Coordinator	
Felicia Jiang	Events Coordinator	
Mara Liwayway David	Events Coordinator	
Avni Kapoor	Technical Coordinator	
Lauren Yip	Technical Coordinator	
Angela Kim	Marketing Coordinator	
Anne Jiao	Visual Design Coordinator	
Bermet Burkanova	Graduate Coordinator	
Emily Qin	Mentorship Program Coordinator	
Vidhi Aggarwal	Executive at Large	
sumo	Faculty Liaison	

Meeting COMMENCED: 07:03 PM



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AGENDA & TOPICS DISCUSSED

🌟 ONGOING INITIATIVES

EXECUTIVE

★ Mantaj & Gahee - Presidents

1. WiCS Step Challenge
 - a. Waiting on winner
2. Annual Sponsorships
 - a. Reached out to many companies
 - b. Confirmation received from:
 - Teck
 - Waiting for square account solution
 - Orbis
 - CDM
3. Square account
 - a. WiCS is not a business so had to shut down account
 - b. Other options
 - Square account through FAS
 - Katie setting up credit card solution

★ Felicia & Mara - Events Coordinators

1. Exec social
 - a. Very fun and cute
 - b. Wished more people showed up
 - c. Ate pizza and played board games
 - d. Around \$19/person
2. Skating
 - a. Friday, January 24th
 - b. SFU food meet up from 3:30PM
 - c. Skating from 5:15-7:30pm at Kensington Complex
 - d. Graphic and google form being created
 - e. TODO: schedule room in ASB
3. Inventory check
 - a. Spring 2025 spreadsheet of TASC 9204 and common room cabinet catalogue
 - Updated numbers for common room, TASC not done yet
 - b. Meeting at Friday to update TASC inventory
4. Surrey Event
 - a. Felicia reached out to SSSS to do a spring event
 - b. SSSS double checking if there are any conflicts
 - c. Want to do a February Galentine's event
5. International Women's Day collab in March
 - a. Haven't had first meeting yet

- b. Decided weekly meetings on Friday
- c. First meeting with WiS on Friday January 17th
- 6. Potential Boba and Board Games event near end of semester
 - a. Focusing on other events for now
- 7. Interest for biweekly game events
 - a. Nintendo switch

★ Avni & Lauren - Technical Coordinators

- 1. Orbis (with UBC WiCS)
 - a. No updates right now, tentative date set for March 26th
- 2. Leetcode
 - a. 2 workshops set up so far - 1st one on Jan 15th
- 3. Full Stack Workshop(s)
 - a. Either 7th for beginner and/or 28th for intermediate
 - b. Have 2 full time alumni mentors
 - c. 2 levels of workshops
- 4. PM Workshop
 - a. Got Clare to go through product exercise details
 - b. [☰ How To: PM \(ft Clare\)](#)
- 5. March technical design workshop

★ Emily - Mentorship Coordinator

- 1. Sent out Check-Ins
- 2. Brainstorming internal social mentorship event
 - a. Resume review
 - b. Social event
- 3. Avni met with workshop host and planned structure project workshop

★ Angela - Social Media Coordinator

- 1. Leetcode posted
- 2. TODO: post Networking Night on discord
- 3. Have other execs be able to access social accounts to promote during events
 - a. Stories, etc.

GENERAL

- 1. Meeting time change
 - a. Tuesday at 8PM
- 2. Networking Night
 - a. Working on mentors and sponsorships
 - b. If more sign ups, Lauren will buy more food (popcorn)
- 3. Clubs Day
 - a. Tuesday Jan 21st 11AM - 2PM
 - i. 11:00AM - 12:30 Mantaj
 - ii. Felicia first 30 mins
 - iii. TBD Sophia
 - b. Wednesday Jan 22nd from 11AM - 2PM

- i. 11:00 AM - 1 PM Mara
 - ii. TBD Gahee
- c. Couldn't get table at Surrey because not allowed for other clubs to booth with SSSS
- 4. Lunch + Learn
 - a. Jennifer volunteers - Surrey
 - b. Aniyah is **tentative** - Burnaby
- 5. WiCS Executive Workshop
 - a. What's it like to be an exec and be an exec for another position
 - b. Mingling session so people can go up and ask current execs
 - c. Hybrid option: stream on discord
 - i. Execs active in chat
 - d. Invite former execs
 - e. Tentative date: late January
- 6. Access to Socials
 - a. Send DM if you want social access
- 7. Open floor

✨UPCOMING EVENTS

Jan 15th	Leetcode Workshop
Jan 24th	Ice Skating Social
Jan 30th	Networking Night
Early March	IWD Collab
March 25th	CSE Collab
March 26th	Orbis Office Tour

✨MOTIONS

1. MOTION \$400.00 for the WiCS Skating Event
 - a. Motioned by Mara Liwayway David
 - b. Seconded by Emily Qin
 - c. Motion: Passed
2. MOTION \$50 for the events
 - a. Motioned by Lauren Yip
 - b. Seconded by Mara Liwayway David
 - c. Motion: Passed



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✦ ACTION ITEMS

Presidents: Gahee & Mantaj	<ul style="list-style-type: none">★ Merch<ul style="list-style-type: none">○ Cosmos merch★ Website★ Sponsorship package★ Networking Night
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★ WiCS Pan Can initiative★ Networking night
Events Coordinators: Felicia & Mara	<ul style="list-style-type: none">★ International Women's Day★ Inventory check★ Skating
Technical Coordinator: Avni & Lauren	<ul style="list-style-type: none">★ Orbis event★ Technical workshops<ul style="list-style-type: none">○ Leetcode
Marketing Coordinator: Angela	<ul style="list-style-type: none">★ Try/CATCH recap★ Year recap video
Visual Design Coordinator: Anne	<ul style="list-style-type: none">★ Cosmos Merch
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 and supplies★ Bulletin Board<ul style="list-style-type: none">○ BorealisAI recap○ Mrs Claus recap