



January 2025 General Meeting Minutes

Tuesday | February 4th

Location: Discord	Meeting Chair: Gahee Kim, Mantaj Dhillon
Meeting Minutes: Sophia Don Tranho	

ATTENDEES

✨ CORE EXECUTIVES		✨ UNION MEMBERS	
Gahee Kim	President	Aniyah Bohnen	
Mantaj Dhillon	President	Isabelle Kwan	
Sophia Don Tranho	Secretary	Ellie Neufeld	
Mabel Ling	Treasurer	Sydney Komanac	
Bavneet Kaur Hothi	Communications Coordinator	Amelia Shen	
Felicia Jiang	Events Coordinator	Jennifer Huang	
Mara Liwayway David	Events Coordinator	Jaycie Say	
Avni Kapoor	Technical Coordinator	Bianca Dimaano	
Lauren Yip	Technical Coordinator	Amandeep Kaur Manan	
Anne Jiao	Visual Design Coordinator		
Emily Qin	Mentorship Program Coordinator		
Vidhi Aggarwal	Executive at Large		

Meeting COMMENCED: 08:01 PM

AGENDA & TOPICS DISCUSSED

✨ ONGOING INITIATIVES

EXECUTIVE

★ Mantaj & Gahee - Presidents

1. President Elections
 - a. Started! Feb 3-8th
 - b. Voting starts Feb 10th
2. Step Challenge
 - a. Feb 10-28th
 - b. Open to online event ideas
3. Exec Workshop Recap
 - a. Many people didn't know what the roles were about
 - b. Workshop was a good idea
 - c. Very helpful and good for networking
4. Annual Sponsorships
 - a. Orbis
 - paid
 - b. CDM
 - paid
 - c. EA
 - Reviewing sponsorship package
 - d. ILM
 - meeting
 - e. RBC Borealis
 - Reviewing sponsorship package with partnership team
 - f. Microsoft
 - Interested in doing smaller events
 - g. Teck Resources
 - Sent credit card
5. Banking
 - a. Move money from savings to chequings
 - b. Made an appointment for Friday to go to bank and transfer money

★ Sophia - Secretary

1. Common room
 - a. Heating pad
 - Buying an electric one, coming soon!!
2. EA sponsorship
 - a. Gonna discuss the sponsorship package tomorrow and will get back

★ Mabel - Treasurer

1. Email from Nancy about \$250.00 JV?

★ Bavneet - Communications Coordinator

1. WiCS Pan-Canada
 - a. Emailed UBC person and asked about updates
 - Unsure but willing to do SFU and UBC chapters
 - Asked if office tour, no response back yet



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- TODO: reach out again and ask about timeline

★ Felicia & Mara - Events Coordinators

1. IWD collab
 - a. March 7th, Friday from 3:30pm-5:30pm in TASC 9204
 - b. Had meeting
 - c. TODO: do room booking
2. Biweekly game events
 - a. First one post-reading break
 - b. TODO: put volunteer announcement
3. Girlie's Noon
 - a. February 14th Galentine's event 4:30-6:00pm
 - b. At Surrey Engineering building 5050
 - c. Meeting tomorrow
 - d. Everything should be out by Friday

★ Avni & Lauren - Technical Coordinators

1. PM Workshop
 - a. February 5th
 - b. Haven't heard back from Clare
 - c. Prefers in person but can do online
 - d. About 35 sign ups
 - e. TO DO: send email tonight about updates
2. Full Stack Workshop(s)
 - a. February 28th
 - b. TODO: get intro material for Emily
 - c. Workshop hosts designed workshop already
 - d. TODO: figure out parts of intro workshop
3. Teck event
 - a. Third week of March, 17-21st
 - b. Office tour + other ideas
 - Resume review
 - Panel
 - c. Do a poll for ideas
4. CSE workshop
 - a. March 6 or 7th
 - b. Open to modifying workshop
 - c. TODO: talk with friend at nwHacks for their input
5. Event at end of semester
 - a. Use newly onboarded sponsors
6. Orbis
 - a. Try to get 15 people and waitlist
 - b. Start promotions during end of February
 - c. March 26

★ Emily - Mentorship Coordinator

1. Mentorship program updates
2. Resume Review
 - a. If interest is high
3. Mentorship social
 - a. Social event ideas
 - b. Poll in meeting chat
 - Painting, clay, bracelet making
 - c. Around mid March
 - March is very busy though

★ Anne - Visual Design Coordinator

1. Keychain!
 - a. Is that cool with everyone
 - Yes of course ❤️
2. WiCS hair clips or like other suggestions rawr
3. Socks
4. Onesies
 - a. Pretty expensive though
5. Cosmos clothing line
6. Im just sad about instagram being rectangle
 - a. Square or rectangular instagram post ratio
7. Cosmos cardboard cutout

GENERAL

1. Networking Night Recap
 - a. 10 minute instead of 15 minute would've been better
 - i. Slowly decreased it throughout event though
 - b. Panelists were really good
 - c. Last tables didn't get food until pizza came
 - i. Order more food
2. FAS Formal
 - a. \$300 allocated
 - b. \$15 subsidize for 20 people
 - c. Our plan
 - i. People who've already bought ticket come to WiCS to get it reimbursed
 - ii. 10 WiCS tickets and 10 reimbursements
 - d. TODO: Lauren contact Elvin to make form
 - e. Isabelle: add disclaimer to WiCS form that if they are not a verified WiCS member their ticket will be NULL
 - f. Heads up announcement
 - i. Wednesday at 8pm
3. Lunch & Learn
 - a. Aniyah - Burnaby
 - i. TODO: reach out to professors



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- ii. Tentative date around March 10th
- b. Jennifer - Surrey
 - i. Late February-early March
- 4. Open floor
 - a.

🌟UPCOMING EVENTS

February 5th	PM Workshop
February 14th	Surrey Galentines Girlies
March 7th	IWD Collab
March 6/7th	CSE Collab
March 17-21st	Teck Workshop
March 26th	Orbis Office Tour

🌟MOTIONS

1. MOTION \$150.00 for International Women's Day Collab event
 - a. Motioned by Mara Liwayway David
 - b. Seconded by Isabelle Kwan
 - c. Motion: Passed
2. MOTION \$250.00 for Girlies Galentines Noon
 - a. Motioned by Felicia Jiang
 - b. Seconded by Aniyah Bohnen
 - c. Motion: Passed
3. MOTION \$300.00 for FAS Formal
 - a. Motioned by Lauren Yip
 - b. Seconded by Emily Qin
 - c. Motion: Passed

Meeting ADJOURNED: 09:09 PM

🌟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
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	<ul style="list-style-type: none"> ★ Bank ★ Presidential elections
Secretary: Sophia	<ul style="list-style-type: none"> ★ Upload minutes ★ Heating pad ★ EA
Treasurer: Mabel	<ul style="list-style-type: none"> ★ Reimbursements ★ \$250 tech fair thing
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 ★ Biweekly game events ★ Girlies' Galentines
Technical Coordinator: Avni & Lauren	<ul style="list-style-type: none"> ★ Talk with nwHacks Friend about CSE Date ★ Orbis event ★ Teck event ★ Technical workshops <ul style="list-style-type: none"> ○ PM workshop ○ Full-stack workshop ○ Leetcode ★ Potential end-of-sem ★ FAS Formal
Marketing Coordinator: Angela	<ul style="list-style-type: none"> ★ Instagram recaps <ul style="list-style-type: none"> ○ Ice skating ○ CAN-CWiC
Visual Design Coordinator: Anne	<ul style="list-style-type: none"> ★ Cosmos Merch <ul style="list-style-type: none"> ○ Keychains ○ sweats
Graduate Coordinator: vacant	<ul style="list-style-type: none"> ★
Mentorship Program Coordinator: Emily	<ul style="list-style-type: none"> ★ Mentorship ★ Finalize Mentorship Social Event ★ Intro full stack event
Executive at Large: Vidhi	<ul style="list-style-type: none"> ★ Common room upkeep <ul style="list-style-type: none"> ○ check snacks and supplies

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| | <ul style="list-style-type: none">★ Bulletin Board<ul style="list-style-type: none">○ CAN-CWiC Recap○ Ice skating recap |
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