



# March 2025 General Meeting Minutes

Tuesday | March 4th

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

## ATTENDEES

✨ CORE EXECUTIVES		✨ UNION MEMBERS	
Gahee Kim	President	Amandeep Kaur Manan	
Mantaj Dhillon	President	Aniyah Bohnen	
Sophia Don Tranho	Secretary	Amelia Shen	
Bavneet Kaur Hothi	Communications Coordinator	An Nguyen	
Felicia Jiang	Events Coordinator	Sydney Komanac	
Mara Liwayway David	Events Coordinator	Jennifer Huang	
Avni Kapoor	Technical Coordinator		
Lauren Yip	Technical Coordinator		
sumo	Faculty Liaison		

Meeting COMMENCED: 08:04 PM

## AGENDA & TOPICS DISCUSSED

### ✨ ONGOING INITIATIVES

#### EXECUTIVE

- ★ Mantaj & Gahee - Presidents
  1. President Transition
    - a. Had transition meeting
    - b. Next week meeting to make constitution changes
  2. Annual Sponsorships



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- a. ILM
  - Out of office
- b. SAP
  - Emailed to do platinum
  - TODO: follow-up
- c. Metalab
  - Gold sponsorship
  - TODO: follow-up

★ Mabel - Treasurer

- 1. CSDC funding report
  - a. Asked for the same amount of money as last year

★ Felicia & Mara - Events Coordinators

- 1. IWD collab
  - a. March 7th, Friday from 3:30pm-5:30pm in TASC 9204
  - b. TODO: continue getting supplies
  - c. 25 sign ups
- 2. Biweekly game events
  - a. Board/video game event in ASB 9896
  - b. March 14 from 3-5:30pm
  - c. Sent an email to book room
  - d. TODO: tell Anne to make a poster

★ Avni & Lauren - Technical Coordinators

- 1. Potential project showcase
  - a. ASB 9896
  - b. 10 different presentations
    - TODO: interest form or poll on instagram/discord
  - c. Talk about each project for 3 minutes and Q&A for 2 minutes
  - d. Expected attendance around 30-50
    - incentive?
  - e. Help students pitch and interview when talking about their projects
- 2. Orbis - promotions starting in a week-ish Mar 26
  - a. Writing to Anne about promotions
  - b. TODO: get promotions out
- 3. Full Stack Workshop
  - a. 42 sign ups
  - b. TODO: close sign up form tomorrow
  - c. Project for workshop is created and done
- 4. Teck event
  - a. Third week of March, 17-20th
  - b. Reached out to plan date

★ Emily - Mentorship Coordinator

- 1. Full-Stack intro workshop recap

- a. Went pretty good
  - b. It was like a crash course
  - c. When presenters talking, seemed like students were bored because the audience doesn't have much of a background and the talk was kind of high level
- 2. Mentorship Closing Social
  - a. Group it with clay making event possible
- ★ Anne - Visual Design Coordinator
  - 1. Keychain
    - a. TODO: order keychains
    - b. Changing keychain designs
- ★ Vidhi - Executive at Large
  - 1. Common Room

## GENERAL

- 1. Lunch & Learn
  - a. Aniyah - Burnaby
    - i. Confirmed with Anne Lavergne
    - ii. Waiting for headshot from her
    - iii. TODO: do promotions
    - iv. March 21
  - b. Jennifer - Surrey
    - i. TODO: pick participants and finalize
- 2. Open floor
  - a. Exec transition documents
    - i. Due in 2 weeks, March 16th
  - b. Sign up form improvements
    - i. Ask them how did you hear about us

## 🌟UPCOMING EVENTS

March 7th	IWD Collab
March 7th	Full Stack - Main
March 13th	Surrey Lunch & Learn
March 17-21st	Teck Workshop
March 26th	Orbis Office Tour
Late March	Burnaby Lunch & Learn

## 🌟MOTIONS



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1. MOTION \$175 for Burnaby Lunch & Learn
  - a. Motioned by Aniyah Bohnen
  - b. Seconded by Jennifer Huang
  - c. Motion: Passed

Meeting ADJOURNED: 08:38 PM

### ✨ ACTION ITEMS

Presidents: Gahee & Mantaj	<ul style="list-style-type: none"><li>★ Merch<ul style="list-style-type: none"><li>○ Cosmos merch</li></ul></li><li>★ Website</li><li>★ Sponsorship Finalizing</li><li>★ Add 'Where did you hear about this to form'</li></ul>
Secretary: Sophia	<ul style="list-style-type: none"><li>★ Upload minutes</li><li>★ Do Transition Document</li><li>★ Keep Track of Transition Documents</li></ul>
Treasurer: Mabel	<ul style="list-style-type: none"><li>★ Reimbursements</li><li>★ CSDC Past Year Spending Report</li><li>★ Funding report for Next Year</li><li>★ Do Transition Document</li></ul>
Communications Coordinator: Bavneet	<ul style="list-style-type: none"><li>★ Send out newsletter</li><li>★ CSDC + FAS Meeting</li><li>★ WiCS Pan Can initiative</li><li>★ Do Transition Document</li></ul>
Events Coordinators: Felicia & Mara	<ul style="list-style-type: none"><li>★ International Women's Day</li><li>★ Biweekly game events</li><li>★ Presidential Finalizing</li><li>★ Do Transition Document</li></ul>
Technical Coordinator: Avni & Lauren	<ul style="list-style-type: none"><li>★ Technical workshops<ul style="list-style-type: none"><li>○ Full-stack workshop</li></ul></li><li>★ Continue Orbis and Teck</li><li>★ Do Transition Document</li></ul>
Marketing Coordinator: Gahee	<ul style="list-style-type: none"><li>★</li></ul>



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Visual Design Coordinator: Anne	<ul style="list-style-type: none"><li>★ Recaps<ul style="list-style-type: none"><li>○</li></ul></li><li>★ Posters<ul style="list-style-type: none"><li>○ Burnaby Lunch + Learn (waiting on Prof Headshot)</li></ul></li><li>★ Cosmos Merch<ul style="list-style-type: none"><li>○ Keychains</li><li>○ Sweats</li></ul></li><li>★ Do Transition Document</li></ul>
Graduate Coordinator: vacant	★
Mentorship Program Coordinator: Emily	<ul style="list-style-type: none"><li>★ Mentorship</li><li>★ Final Mentorship Social Event</li><li>★ Do Transition Document</li></ul>
Executive at Large: Vidhi	<ul style="list-style-type: none"><li>★ Common room upkeep<ul style="list-style-type: none"><li>○ Buy paper towels</li></ul></li><li>★ Bulletin Board<ul style="list-style-type: none"><li>○ CAN-CWiC Recap</li><li>○ Ice skating recap</li><li>○ Galentines Recap</li></ul></li><li>★ Do Transition Document</li></ul>