

EGSA at UCLA Meeting Agenda / Minutes

1. Meeting Information

Project Name:	Engineering Graduate Student Association	Meeting Date:	
Meeting Location :	BH 2438	Meeting Time:	
Meeting Called by:	Olmo Maldonado	Meeting Duration:	
Meeting Notes prepared by:		Meeting Notes Date:	
Next Meeting Date			
Invitees		Absents	
<ul style="list-style-type: none"> - Olmo Maldonado, President - Matt Beaumontt, VP External - Sean Zhang, Treasurer - Keith Mayoral, Webmaster - Erica Shim, Secretary - Vanessa Thulsiraj, Community Outreach Director 		<ul style="list-style-type: none"> - Michael Kahn, <i>VP Internal Retired</i> - Patrick Sislian, TEC Director - Christine Lee, Sustainability Coordinator - Jamal Madni, Public Information - Yili Huo, Events Coordinator - Shane Markstrum, Lounge Officer 	

2. Meeting Agenda

Item No	Item	Planned Duration
1	EGSA TEC	
2	Meetings	
3	Website	
4	Lounge Renovation	
5	EGSA logo	
6	Events	
7	Others	
8	Approvals	

3. Discussion Item: EGSA

Discussion:

<ul style="list-style-type: none"> - Jamal Madni and new Event Ideas (mentoring program) - Challenge Course participation - Contact Practices - UCLA Engineering Tech. Forum 2009 (4/23) - Officer Appointments - VPI - Secretary 			
Decision:			
<ul style="list-style-type: none"> - Volunteers for the Engineering Tech Forum needed - Feb 21st. - BC: Double sided with logo on one side and EGSA on the other. \$14.00 per package. Officers will request cards. - Logo Etching: Just the logo, not additional letters - VPI goes to Erica Shim. Unanimous! - Secretary goes to Vanessa Thulsiraj! Unanimous! 			
Action Item No	Action Item	Responsibility	Target Date
1	Business Cards	Erica	SOON
2	Lounge Logo Etching	Erica	SOON
3	Townhall Presentation	Everyone :D	1/25
4			

4. Discussion Item: Meetings

Discussion:			
-			
Decision:			
-			
Action Item No	Action Item	Responsibility	Target Date
1	Career Center: Erica and Olmo on 22nd at 9am	Erica, Olmo	1/22

5. Discussion Item: Website

Discussion:			
<ul style="list-style-type: none"> - Job opportunities feature/section > Bruinview Corporate Account 			
Decision:			
-			
Action Item No	Action Item	Responsibility	Target Date

1	Alex Mann in SEASNET	Olmo & Keith	
2			

6. Discussion Item: Lounge Renovations

Discussion:			
- Study area survey			
Decision:			
- Survey Questionnaire: do you have anything to donate (posters, art)?			
Action Item No	Action Item	Responsibility	Target Date
1	Printer research	Shane	DONE
2	Vending Machine	Shane	
3	Purchase Security Camera	Shane	
4	Mass email survey with per department code	Shane	DONE
5	Create a proposal for the dean	Shane	
6	Find poster that represents dept	Olmo, Matt, Mike, Yili	
7	Meet with Julie Austin	Olmo, Shane, Yili	DONE
8	Play with Shane's Survey	Everyone	11/20/2008

8. Discussion Item: Social

Discussion:			
- Change of menu			
- Live band?			
Decision:			
- Menu change decision need to be made by Friday			
- Too late for live band			
- EV has posting spots			
- Don't think we'll change menu			
Action Item No	Action Item	Responsibility	Target Date
1	Order Organic to Go for Townhall \$423.72.00 -- Approved (Unanimous)	Olmo	1/21
2	Order Empanadas for Social \$1000.00 -- Approved (Unanimous)	Olmo	1/21

3	Social purchases (Purchases.doc) Estimated at \$175.00 -- Approved (Unanimous)	Yili	1/21
4	Order Pizza \$2350.00 -- Approved (Unanimous)	Olmo	1/21

8. Discussion Item: Others

Discussion:			
- EGSA Bulletin Board			
Decision:			
- Design looks awesome so far :D			
Action Item No	Action Item	Responsibility	Target Date
1			

