

EGSA at UCLA Meeting Agenda / Minutes

1. Meeting Information

Project Name:	Engineering Graduate Student Association	Meeting Date:	02/03/2009
Meeting Location :	BH 2438	Meeting Time:	12:12pm
Meeting Called by:	Olmo Maldonado	Meeting Duration:	12:55pm
Meeting Notes prepared by:	Vanessa Thulsiraj	Meeting Notes Date:	
Next Meeting Date	2/10/09		
Invitees		Absents	
<ul style="list-style-type: none"> - Olmo Maldonado, President - Matt Beaumontt, VP External - Erica Shim, VP Internal - Sean Zhang, Treasurer - Yili Huo, Events Coordinator - Vanessa Thulsiraj, Secretary - Christine Lee, Sustainability Coordinator 		<ul style="list-style-type: none"> - Shane Markstrum, Lounge Officer - Jamal Madni, Public Information - Patrick Sislian, TEC Director - Keith Mayoral, Webmaster 	

2. Meeting Agenda

Item No	Item	Planned Duration
3	Winter Town Hall and Social	15 mins
4	EGSA	10 mins
5	Lounge Renovation	
6	Bulletin Board	
7	Sustainability	
8	Approvals	

3. Discussion Item: Winter Town Hall and Social

Discussion:

<ul style="list-style-type: none"> - Approvals - Volunteers - Speakers purchase <ul style="list-style-type: none"> - Chain and lock (Padlock: ~\$75.00) - Use existing cabinet to store speakers - Extension cords \$50 - Purchases (plates, etc.) - Improvements/Critiques? - Winter Social Attendance: 620 students (40 undergrads) - Order from other venues (Papa John's, Pizza Hut) - Other Food Options: Korean BBQ Taco Truck 			
Decision:			
-Take inventory of pizza boxes when delivered			
Action Item No	Action Item	Responsibility	Target Date
1	Thank you email to Library Alehouse	Olmo	2/6/09
2	Check with Shain about installing fish eye bolt	Olmo, Yili	2/6/09
3	Buy padlock		2/4/09
4	Get data from Career Center	Erica	Done

4. Discussion Item: EGSA

Discussion:			
<ul style="list-style-type: none"> - Challenge Course - Upcoming Events and Lead Assignments <ul style="list-style-type: none"> - GSA Professional Mixer (Feb 19th) - EGSA will host event, GSA will help fund it - First Mixer on North Campus - It is not a social - Joy Lynn: contact for GSA - HSSEAS / EGSA Incoming Students Social (March 6th) - Lead: Yili Huo, Erica - Funded by SEAS - UCLA Engineering Technology Forum (April 23rd) - Constitution <ul style="list-style-type: none"> - Olmo and Erica have updated the constitution - Now 7 executive officers, 4 make quorum - Announcements : mass e-mails <ul style="list-style-type: none"> - Round robin, assign people to update EGSA calendar - Get more involved with Faculty c 			
Decision:			
- Challenge Course on 21st of Feb.			
Action Item No	Action Item	Responsibility	Target Date
1	Find out cost and time for challenge course	Matt	2/4/09

2	Sit down and organize event with Joy	Yili	2/6/09
3	Reserve patio and help advertise event		
4	Forward emails regarding Incoming Students Social	Olmo	2/6/09

5. Discussion Item: Lounge Renovations

Discussion:			
- Purchases and Timeline			
- SEAS Proposal			
Decision:			
Action Item No	Action Item	Responsibility	Target Date
1	Purchase Security Camera	Shane	
2	Email & Meet with SEAS (Orachat)		
3	Email students about EGSA lounge	Olmo	2/6/09

6. Discussion Item: Bulletin Board

Discussion:			
- Update from Vanessa			
- Things to do			
Decision:			
-			
Action Item No	Action Item	Responsibility	Target Date
1	Replace Paper Backing, Print Pictures	Vanessa, Christine	2/4/09

7. Discussion Item: Sustainability

Discussion:			
- Events and Budget			
- Student Water Keepers in Action			
- Train students to protect local waterways			
- Collaborate with other graduate groups: ESE and CENS			
- Work with Central High School students			
- Conduct water quality study at Ballona Creek			
- Karen will organize and help fund poster session at CENS at end of program			
-Budget: \$300 from EGSA			
-SINAM: NSF funded project looking for high school students that can work with nanotechnology			
Decision:			

Action Item No	Action Item	Responsibility	Target Date
1	Email Christine about SINAM program as a budget source	Erica	2/6/09

8. Discussion Item: List of Approvals

Item No	Description	Motion / Second	Approval
1	Purchase of ice for Winter quarter social \$87	Matt/ Sean	Done
2	Purchase of paper plates for Winter quarter social \$85.79	Vanessa/ Erica	Done
3	Volunteer and officer payment \$335	Olmo/ Vanessa	Done
4	Purchase of extension cords for Winter quarter social \$49.60	Olmo/ Erica	Done
5	Padlock \$75.00	Erica / Yili	Done
6	\$300 for Student Water Keepers in Action	Matt / Sean	Done
7	Speaker purchase costs \$1039.98	Matt / Erica	Done

#. Discussion Item:

Discussion:			
-			
Decision:			
- Item			
Action Item No	Action Item	Responsibility	Target Date
1			

