1. CALL TO ORDER
Call to Order – 10:01 AM

2. TERRITORIAL ACKNOWLEDGMENT
We acknowledge that this meeting is being conducted on the unceded territories of the Coast Salish peoples; which, to the current knowledge of the Society include the Squamish, Musqueam, Stó:lo, and Tsleil-Waututh people.

3. ROLL CALL OF ATTENDANCE

3.1 Committee Composition
Vice President Student Life (Chair) .......................................................... Curtis Pooghkay
Ex-Officio .................................................................................................... Larissa Chen
Vice President Finance ................................................................. Hangue Kim
Board of Directors Member ............................................................. Mudi Bwakura
Student At-Large ................................................................................. Vacant
Student At-Large ................................................................................. Drake Henry
Student At-Large ................................................................................. Panteya Niazi
Student At-Large ................................................................................. Jackson Freedman
Student At-Large ................................................................................. Alam Khehra
Student At-Large ................................................................................. Muhammad Adil Naseem

3.2 Society Staff
SFSS Administrative Assistant ............................................................ Zoya Nari

3.3 Absent
Ex-Officio .................................................................................................. Larissa Chen

4. RATIFICATION OF REGrets

4.1 MOTION EVENTS 2017-03-03:01
Alam/Drake
Be it resolved to ratify regrets from Hangue Kim (Academic), Mudi Bwakura (Family Commitment), Panteya Niazi (Weekend Conference).
CARRIED

5. ADOPTION OF THE AGENDA

5.1 MOTION EVENTS 2017-03-03:02
Jackson/Alam
Be it resolved to adopt the agenda as amended.
CARRIED AS AMENDED
• Discussion: To add a 7.3 motion under New Business

6. MATTERS ARISING FROM THE MINUTES

6.1 MOTION EVENTS 2017-03-03:04
Alam/Jackson  
*Be it resolved to approve the minutes from:*
  - EventsCommittee_2017-02-24.docx  
*CARRIED*

7. NEW BUSINESS

7.1 MOTION EVENTS 2017-03-03:05  
Alam/Jackson  
*Be it resolved to approve up to $100 for the SFSS flag football tournament. Be it further resolved to approve up to $300 in visa gift cards for prizes.*  
*NOT CARRIED*
  - Full proposal is complete; refer to attachment for further information  
  - Details about the equipment to be used for the event is currently being revised for changes  
  - Committee suggests to possibly add a miscellaneous line of $100 for contingencies  
  - Visa Gift card prizes breakdown  
    - $200 for the winning team  
    - $100 for the runner up team  
  - For non-cohesive groups, the gift card may be used by the committee to purchase a prize for that team  
  - Event to possibly have football players to referee the event if other referees cannot be found

7.1.1. MOTION EVENTS 2017-03-03:06  
Alam/Drake  
*Be it resolved to approve up to $595 for the SFSS flag football tournament from line item 817/20. Be it further resolved to approve up to $300 in visa gift cards for prizes.*  
*Be it further resolved to appoint Jackson Freedman as Project Lead.*  
*CARRIED AS AMENDED*

7.2 MOTION EVENTS 2017-03-03:07  
Jackson/Alam  
*Be it resolved to approve up to $1600 for the 2017 SFSS Cultural Fest.*  
*Be it further resolved to appoint x as project lead.*
  - Currently have approximately 6 volunteers confirmed  
  - Committee is currently waiting for a confirmed timeline by the organizing committee  
  - The event is to be held in the SFU Convocation Mall  
  - Presently waiting for a sponsorship approval  
  - “x” was changed to Larissa Chen

*NOT CARRIED*

7.2.1. MOTION EVENTS 2017-03-03:08  
Jackson/Drake  
*Be it resolved to approve up to $1600 for the 2017 SFSS cultural fest from line 817/20.*  
*Be it further resolved to appoint Larissa Chen as project lead.*  
*CARRIED AS AMENDED*
7.3 MOTION EVENTS 2017-03-03:09
Jackson/Alam
Be it resolved to approve up to $700 from line item 817/20 for RHA Pub Night Security. Be it further resolved to appoint Alam Khehra as liaison.
• Refer to attachment for further information
• Event is to occur prior to St. Patrick’s Day to increase attendance
• Committee waiting for Board approval before committee name can be presented and listed as a sponsor
• “x” was changed to Alam Khehra
CARRIED

8. DISCUSSION ITEMS

9. ANNOUNCEMENTS
  9.1 Appreciation Week
• Friendly amendment to postpone to the next meeting

10. ATTACHMENTS
• RHA-St.-Patricks-Pub-Night.docx
• SFSS Touch Football Tournament Proposal.docx

11. ADJOURNMENT
  MOTION EVENTS 2017-03-03:10
  Jackson/Drake
  Be it resolved to adjourn the meeting at 10:25 AM.
  CARRIED
Residence Hall Association Presents

St. Patrick’s Day Pub Night

Date: Thursday March 16th, 2017

Time: 8pm-1am

Prepared By: Mohammed Ali
Goals and Objectives:
● To promote Residence Hall Association outside of SFU Residence.
● Change RHA pattern for events.
● Partner with the SFSS.

Stakeholders:
● The RHA membership
● The SFSS membership

Targeted Audience:
● RHA members over the age of 19
● SFSS members over the age of 19
● Interested individuals from outside of the memberships.

Messaging:
● This would be an example for future RHA and SFSS collaboration.
● Celebration of St. Patrick’s day.

Strategy:
● The strategy would be to engage as many people at the second RHA pub night as possible.
● Tickets will be $8 presale and $10 at the door.
● Tabling in AQ, Dining hall and at General Office.

Tactics & Channels
● Targeting a sold out event
● We will want this promoted on all SFSS and RHA channels such as the website, twitter, Facebook and Instagram.
● Ticket sales help from the SFSS on AQ table and SFSS office.

Metrics/Measurable
● How many individuals we will get in the pub for that night.
● Number of RHA members that come to the event.

Timeline:
● February 27th to March 2nd: Get artists for the event.
● March 3rd onwards start Facebook promotions and begin printing/putting posters.
● March 5th Tickets will be available during this time.
● March 5th to 16th: Aggressive marketing: Everyday table sale outside Residence Dining hall between 5pm and 7pm and AQ table during rush hours.

**Overview:**
The idea is to have a different of a kind RHA pub night that involves innovation in lighting and in how the pub normally looks like to make individuals feel the change.

**Logistics:**
The doors of the event will be opening at around 8PM. We can expect crowds to start showing up at around 9PM. We will need security guards in anticipation for a sold out event which is four. Will need help trying to have more than one location for bar to prevent long lineups.

**Equipment**
As DJ is not elected yet, this will be determines as soon as a DJ is selected.

**Ticket Sales**
Tickets are going to be running for $8. RHA is looking to make profit from this pub night. Presale will be $8 and door will be $10.

**Marketing**
Posters to be printed around campus and all around residence

**Budget**
- **DJ/DJs upto $350**
- **Equipment Rental based on previous RHA pub night:**
  ● Cdj 2000 Nexus x2= $112
  ● Djm 900 Nexus Mixer= $50
  ● Insurance= $38

**Printing Costs $100-$130**
**Pub Security $700 (SFSS Sponsored)**
Total Cost $1380-$1500
SFSS Events Committee Proposal
Touch Football Tournament
Project Lead: Jackson Freedman (jfreedma@sfu.ca)

Overview:
The inaugural SFSS Touch Football Tournament (consider theme) is a new opportunity for SFSS students to get involved in some physical activity and friendly competition with their peers. The event is aimed at building a stronger social community around recreation and physical activity here on campus.

Stakeholders:
- Simon Fraser Student Society
- SFSS Membership
- SFU Faculty and Administration
- Residence Hall Association (RHA)
- SFU Recreation Services

Further Potential Participants:
- Greek life
- SFU Clan Athletic Program
  - Potential volunteer roles for the football team
- Student Athlete Advisory Committee
- SFSS Clubs
  - i.e. Fantasy Football Club

Partnerships
- Jackson has met with Arsalan Anwar, President of the RHA, to discuss their participation in the promotion and planning of the event.
  - They have expressed willingness to help promote using posters around the residence area, as well as on their “Sh!t Happens” bathroom information posters.

Logistics
Date, Time & Location
- Fox Field has been reserved (pending approval of this proposal) for the 31st of March.
  - Set-up to start roughly 30 minutes prior to the event.
  - Event to start early afternoon (1PM) and will go roughly 4 hours;
    - Allow 30 minutes at the start for warmup and sign-in
  - Clean-up will take ideally 30 minutes.
- The price is $75/h for renting Fox field; Rec. services has already been notified of the event and only requires authorization from an SFSS employee in order to move forward.

Volunteers
- Set-up/Take-down (4)
- Refereeship (2-4)
- Photography/Videography (1)
  - Photography will be professional and at no cost.
    - Jackson knows a great photographer if the SFSS is interested for this event.
- Promotion/Tabling (3)
  - Much of this will take place during appreciation week.

**Equipment**
- Rec. Services has agreed to include 24 flags, 2 footballs, and cones to our facility rental contract.
  - This carries a charge of 60 dollars.
  - Jackson will supply two further footballs;
  - Additional “equipment purchases” line in budget is allocated for purchasing extra flags (24 is likely not enough for 4 teams to play simultaneously).
    - The price for this varies on the flags selected (and quantity), but I have capped the spending limit on this item at 60 dollars in addition to the equipment rental costs.
- Participants will be encouraged to bring their own cleats and sportswear at their discretion.

**Prizes**
- Those teams finishing in the top three positions in the tournament will win a prize, scaled for placement;
  - Hangue has mentioned using prepaid Visa gift-cards to reward teams;
  - Other potential prizes include a set of football equipment (new ball, pylons, etc.), or other sport related items;
  - The discussion regarding prizes is still ongoing, and the 300 amount listed in the budget is to account for 3 values of prize:
    - (1) $150
    - (2) $100
    - (3) $50

**Promotion**

**Posters and Handouts**
- Print media campaign
  - Two posters and one handout (suggestion)
- Allocate 50 dollars of the event budget for the printing of these materials

**Digital Media Campaign**
- Generate a Facebook event and potentially promote it through the SFSS Facebook page;
  - If possible, incorporate a Facebook Ad
    - 25 dollars has been incorporated in the budget for this purpose.
Personal Promotion
- Communicate with groups around campus:
  o Pertinent clubs (i.e. fantasy football)
  o Athletic program
  o Greek life
  o DSU’s/Council
- Tabling/marketing in some facet during appreciation week

Teams and Signup
- People can sign up both as individuals and as teams;
  o Individuals will be placed on teams short some players, or teams comprised of other individuals or smaller groups established on the day of the event;
  o There is a maximum of 10 players per team, and 7 players on the field per team at one point.
- We will target the participation of 8 teams in the tournament, with a total of 80 players, maximum.

Outreach and Communications
- An event page will be shared on Facebook to the SFSS constituency, as well as through the pages of willing/participating constituency groups.
- There will be a google form prepared and linked to this event page for those wishing to sign up.
  o This form will identify whether or not the individual is playing as a part of a team, or if they will be attending individually.
  o If a group of friends wishes to attend, however they do not have the requisite 7 players to register a team, they are to indicate the name of the individual(s) with whom they wish to play on a designated section at the end of the sign-up form.

Waiver Form
- This will be acquired from the General Office;
  o It will be based on the template from the SFSS Faculty Cup, and distributed to all participants on the day of the tournament prior to the start of play.

Budget Proposal

<table>
<thead>
<tr>
<th>Item</th>
<th>Projected Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment Purchase</td>
<td>60</td>
</tr>
<tr>
<td>Equipment Rental (Rec. Services)</td>
<td>60</td>
</tr>
<tr>
<td>Field Rental (Rec. Services)</td>
<td>300</td>
</tr>
<tr>
<td>Promotional Materials (print)</td>
<td>50</td>
</tr>
<tr>
<td>Promotional Marketing (digital)</td>
<td>25</td>
</tr>
<tr>
<td>Prizes</td>
<td>300</td>
</tr>
<tr>
<td><strong>Total Costs</strong></td>
<td><strong>795</strong></td>
</tr>
</tbody>
</table>
Outstanding Tasks
- Communicate with SFSS constituency groups, Greek life, and the Athletic program;
- Investigate refereeship and the proctoring of the tournament itself