

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
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3.3 Absent

Ex-Officio	Larissa Chen
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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)
 - o Photography will be professional and at no cost.
 - Jackson knows a great photographer if the SFSS is interested for this event.
- Promotion/Tabling (3)
 - o 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.
 - o This carries a charge of 60 dollars.
 - o Jackson will supply two further footballs;
 - o 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;
 - o Hangue has mentioned using prepaid Visa gift-cards to reward teams;
 - o Other potential prizes include a set of football equipment (new ball, pylons, etc.), or other sport related items;
 - o 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
 - o 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;
 - o 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

Item	Projected Cost
Equipment Purchase	60
Equipment Rental (Rec. Services)	60
Field Rental (Rec. Services)	300
Promotional Materials (print)	50
Promotional Marketing (digital)	25
Prizes	300
Total Costs	795

Monday, January 30th, 2017

Outstanding Tasks

- Communicate with SFSS constituency groups, Greek life, and the Athletic program;
- Investigate refereeship and the proctoring of the tournament itself