

1. CALL TO ORDER

Call to Order – 10:32 AM

2. TERRITORIAL ACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the x^wməθk^wəyəm (Musqueam), S^kw^xwú7mesh Úxwumixw (Squamish), Selílwitulh (Tsleil-Waututh), k^wik^wəłəm (Kwikwetlem) and Katzie Nations. Unceded means that these territories have never been handed over, sold, or given up by these nations, and we are currently situated on occupied territories.

3. ROLL CALL OF ATTENDANCE

3.1 Committee Composition

VP Student Life (<i>Chair</i>).....	Jessica Nguyen
At-Large Representative	Maneet Aujla
Board of Directors Representative.....	Julian Loutsik
Board of Directors Representative.....	Emerly Liu
Board of Directors Representative.....	Nick Chubb
Board of Directors Representative.....	Jennifer Chou
Student At-Large.....	Mohnish Farswani
Student At-Large	Pratit Mohar
Student At-Large	Alicia Heng
Student At-Large.....	Mehtaab Gill

3.2 SFSS Staff

MSC Events	Dipti Chavan
Administrative Assistant.....	Kristin Kokkov

3.3 Guests

Student	Abhishek Parmar
Student	Chadni Sharma
Student	Ritu Mehra
Student	Vidisha Challa
At-Large Representative	Rayhaan Khan

3.4 Regrets

Student	Vidisha Challa
Board of Directors Representative.....	Jennifer Chou

3.5 Absent

VP Student Life	Jessica Nguyen
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4. RATIFICATION OF REGRETS

4.1 MOTION EVENTS 2019-10-15:01

Maneet/Emerly

Be it resolved to ratify regrets from Jennifer Chou and Vidisha Challa for the rest of the year.

CARRIED

5. ADOPTION OF THE AGENDA

5.1 MOTION EVENTS 2019-10-15:02

Pratit/Julien

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED

5.1.1 MOTION EVENTS 2019-10-15:01

Maneet/Julien

Be it resolved to add discussion item 7.6 SAAC Coffee and Cookies for Commuters to the agenda.

CARRIED

6. DISCUSSION ITEMS

6.1 Events Committee Process & Procedures

- It was brought out that there is a disconnection between committee members because of bi-weekly meetings – it was suggested to have weekly meetings;
 - Some people have class after this meeting and they would still come bi-weekly
 - It was voted that people are in favour of weekly meetings
 - It was encouraged to provide ideas for the agenda items when the meeting is called
 - It was also encouraged to give updates about events to other committee members.

6.2 October Spooker Pumpkin Painting (attachment item 7.3)

- Last year there was the pumpkin carving event, but a lot of people couldn't take part in it, because they didn't have enough time between classes
- This year it was decided to organize the pumpkin painting event – there will be a photo booth and hot chocolate booth.
 - There will be small pumpkins and tables where to paint
 - It's easier to carry small pumpkins and people can take their painted pumpkin with them afterwards.
 - Aiming for 200 people
 - Who is taking the photos?
 - People can take photos on their phone.

Nick Chubb came in at 10:43 AM

- There will be a sign-up sheet sent out via email soon.

6.3 Halloween Pub Night (attachment item 7.2)

- On October 31st
 - There will be a costume contest with prizes
- We need a third person as a judge for the costume contest
- It was encouraged to promote the event:
 - Send information on the social media
 - The pumpkin carving people could talk about the pub night on their event.
- We need to know who is coming to the event, so that VIP passes could be prepared
- \$10 per ticket

6.4 SFSS Club & Student Union Social (attachment item 7.1)

- There is a plan to organize an activity for team building on November 15th
 - The aim is to engaged community more;
 - A newsletter will be sent out
 - Teams will be chosen so that people could be mixed up and mingle more
- Since we are cancelling the previously approved club event, it is necessary that the new budget is approved by Sylvia
- The plan is to organize a dodgeball game event
 - There was a question, how popular would dodgeball be among students;
 - It was suggested to organize Christmas social instead of dodgeball
 - To do something that hasn't been done before
 - There was a suggestion to organize a club night only for club members
 - The club activity would not be the best, because too many people would come
 - Could bring together up to 350 people
 - Activity that forces people to mingle – a game or something similar
 - Basketball with teams for example
 - West Mall gym would be the place

6.5 March Madness Event Pitch

- Tabled to the next meeting

6.6 SAAC Coffee and Cookies for Commuters

- 13–14th November there will be cookies and coffee offered for commuter on the lower bus loop and upper bus loop
 - The aim is to support engagement, create presents on campus and contact between SFSS and SAAC
 - It was asked who is supporting this event:
 - If the organizers need monetary support, the budget should be approved and the SFSS should be advertised.

Alicia Heng came in at 10:55AM

- The Redpull is also there
- There will be volunteers from the SFSS

7. ATTACHMENTS

- 7.1** Event Proposal_ Sfss Club & Dsu Social.pdf
- 7.2** October 7th Meeting.pdf
- 7.3** Spooky Pumpkin Painting Event Description & Tabling.pdf

8. ANNOUNCEMENTS

- 8.1** The final debrief of Kick-Off will be finalised by October 30th
- 8.2** There will be an event in Surrey on 31st of October:
 - Photo booth with polaroid camera, candies and cupcakes
 - Since SFSS Burnaby Campus will be ordering the Photobooth for Pumpkin Painting event, Surrey Campus people can borrow this Photobooth without any additional cost.

9. ADJOURNMENT

9.1 MOTION EVENTS 2019-10-15:03

Emerly/Julien

Be it resolved to adjourn the meeting at 11:00 AM.

CARRIED



Emerly Liu
Education Representative
Board of Directors

edurep@sfss.ca
Tel 250-667-8578

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Simon Fraser University
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Burnaby, BC V5A 1S6
Unceded Coast Salish Territories
sfss.ca

EVENT PROPOSAL: SFSS CLUB & DSU SOCIAL

Purpose: to provide the executive members of SFSS student groups with the opportunity to meet and socialize.

Objective: to facilitate unity and enhance community morale by developing SFSS' relationships across clubs and student unions.

Plan: dodgeball tournament (or alternative team-building, competitive activity)

Date: November 15, 2019 (tentative)

Location: West Gym

Materials:

- Dodgeballs
- Music speakers
- Food (pizza, pop, fruits/veggies, chips, timbits)
- Plates and cutlery
- Name tags

October 7th Meeting

Topics Discussed:

- Food: JRG has decided **to not** go with free food for the pub night, reasoning is due to making a mass production of food and not having ticket prices expensive enough to make up for it
- Security: SRS has decided **to go with 2 Security guards** instead of 4, therefore price will be cut in half and payment will be **split** between us and The Study
- Photographer: **Price** for the photographer will be **\$160, split** between us and The Study
- Osita: **Services** for the 'Hypeman on Duty' will be **\$200, split** between us and The Study. He has agreed to make a promotional video.
- Decorations: Will be done and **covered by The Study**
- DJ: Will be **\$200 + \$50** dollar bar tab, **split** between us and The Study. Creating a questionnaire on the SFSS instagram page regarding song requests would be best assured. From the answers given and filtered (for appropriate reasons), we will send a condensed list of the song requests to the DJ. His instagram username is @jstr_j.
- Tickets: **Starting at \$10**, through eventbrite, **some** physical tickets will be made. Accessing tickets can be done either through online or by going to The Study and asking. JRG is in control of all sales and will keep us updated. However, we will be promoting through various streams along with them. Sales **figures will be counted and divided equally** between us and The Study
- Attendees From The SFSS: For attendees that are either from the SFSS or the Events Committee, passes will be made labeled "VIP" and given so security can know who is part of the SFSS and who isn't **If you are coming please make note of it to Prati or Jessica by October 17th.**
- Red Frogs Volunteers: Will be attending the event to help out with intoxicated individuals from 12-2am.

- Costume Contest: To incentivize people to come, a costume contest will take place. At around **12 am**, Osita will announce the winner of the best costume at the party. People deciding the best costume, 2nd best costume and 3rd best costume will be Osita, Pratit and either the DJ, JRG Staff Member or SFSS Events Committee Member. The role of the judge is simple, just decide which costume is the nicest and collaborate with Osita during the party to see who is best dressed.
 - ❖ Costume Contest Prizes: The Winners of the Costume Contest will be awarded with the following:
 - ❑ 1st Prize: \$25 dollar bar tab (**Funded By JRG**) and a 'Hangover Gift Basket' including a gift card, gatorade, tylenol etc. (**Created and Funded By The Events Committee**)
 - ❑ 2nd Prize: \$25 dollar bar tab (**Funded By JRG**) and a box of candy (**Created and Funded By The Events Committee**)
 - ❑ 3rd Prize: \$25 dollar bar tab (**Funded By JRG**)

Requests Needed From The Events Committee:

- Decide whether someone from the committee wants to be a judge along with Osita and Pratit and who that person would be if deciding to use an events committee member
- Come up with suggestions for the Hangover Gift Basket. Ritu and Vidisha will be in charge of collecting and creating it as well as collecting the candy for the second prize. The basket should be assembled by October 25th latest.
- Share the posts on your social media regarding the event
- For those volunteering on October 25th, talk to and mention the pub night that is happening. Tell people that they can go to the study and get tickets or buy it via Eventbrite
- RSVP Pratit or Jessica on whether you're coming to the event or not so the appropriate amount of passes can be made
- Make an instagram questionnaire regarding song requests, filter out which songs are appropriate or not and send it to @jstr_j

MOCK BUDGET FOR THE PUB NIGHT

Costs		
Item	Details	Total
Photographer	\$160 for 2 hours	\$80.00
Osita	'Hypeman On Duty' Intended to engage the crowd	\$ 100.00
The Study Security	7 guards for 5 hours at \$23/hr/guard (9pm to 1am)	\$402.50
Campus Public Safety	2 guards for 7 hours at \$35/hr/guard (8pm to 2am)	\$245.00
1st Prize in Costume Contest	Hangover Gift Basket will be made for the person with the best costume. Any SFSS Merchandise can be included as well	\$50.00 (Approx. Price)
2nd Prize in Costume Contest	A Box of Candy will be made for person with the 2nd best costume	\$10.00 (Approx. Price for a Box of Candy)
DJ Fee	DJ from The Study; \$50 an hour for 4 hours and a \$50 bar tab	\$125.00
Red Frogs Volunteers	Help from 12am-2am with providing refreshments for intoxicated attendees	\$00.00
Total Costs = \$10,012.50		

Spooky Pumpkin Painting

Date: Wednesday, October 23

Time: 11am-3pm

Where: Convo mall

Event Lead: Maneet

Event Support: Dipti Chavan

Expected Attendance: 200+ people

Event Logistics:

- [1 TABLE] Photo booth
- [2 TABLES] Hot chocolate and candies table
- [2 TABLES] Supplies table - Pumpkins and paint, paint brushes, permanent markers
- [3 TABLES] Activity table - where the pumpkin painting is going to happen

Remember to Bring:

- Pumpkins, black permanent markers, red, black and white paint
- Bowls for paint and candies
- Photobooth backdrop, stand, and props
- Tablecloths
- Caution tape
- Candy and chocolate
- Speaker
- SFSS Flag and "FREE" sign
- Pub night flyers

What to Talk About?

- Upcoming pub night on Thursday, Oct. 31
- Dog therapy
- SFSS & Services we offer

TABLING ON NEXT PAGE

Tabling

- Set up: 9:30-11am (event starts at 11am)
- Take down: After 3pm

MINIMUM OF 6 PEOPLE ON EACH SHIFT

	Board Members	Events Members
9:30-11:30 *Set up*	<ul style="list-style-type: none"> ● ● ● 	<ul style="list-style-type: none"> ● Maneet ● Emerly ●
11:30-1:30	<ul style="list-style-type: none"> ● ● ● 	<ul style="list-style-type: none"> ● Maneet ● Emerly ●
1:30-3:30 *Take down*	<ul style="list-style-type: none"> ● ● ● 	<ul style="list-style-type: none"> ● Emerly ● ●

Accountability:

Board Members	Events Members
<ul style="list-style-type: none"> ● Jasdeep: ● Christina: ● Tawanda: ● Shina: ● Fiona: ● Jennifer: ● Andrew: ● Osob: ● Simran: 	<ul style="list-style-type: none"> ● Jessica: ● Maneet: 2 ● Nick: ● Jennifer: ● Emerly: 3 ● Julian: ● Jessica ● Rayhaan ● Mohnish: ● Pratit: ● Alicia: ● Mehtaab: ● Abhishek: ● Ritu: ● Chandni: ● Vidisha: