

1. CALL TO ORDER

Call to Order – 1:30 PM

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^wəy̓əm (Musqueam), Sk̓w̓x̓wú7mesh Úxwumixw (Squamish), Sel̓ílwitulh (Tsleil-Waututh), k^wik^wəłəm (Kwkwetlem) and q̓icəy̓ (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
At-Large Representative	Rayhaan Khan
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
Executive Assistant.....	Shaneika Blake
Administrative Assistant	Kristin Kokkov

3.3 Guests

Student	Abhishek Parmar
Student	Vidisha Challa

3.1 Regrets

At-Large Representative	Rayhaan Khan
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3.2 Absent

Board of Directors Representative	Nick Chubb
Student At-Large	Pratit Mohar

4. RATIFICATION OF REGRETS

4.1 MOTION EVENTS 2020-01-29:01

Mohnish/Maneet

Be it resolved to ratify regrets from Rayhaan Khan.

CARRIED

5. ADOPTION OF THE AGENDA

5.1 MOTION EVENTS 2020-01-29:02

Alicia/Maneet

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED

5.1.1.MOTION EVENTS 2020-01-29:02-01

Mohnish/Maneet

Be it resolved to add the following motions to the agenda:

“Be it resolved to spend up to \$971.50 from Events Department - line item 817/16 on SFSS Care Packages at Dog Therapy” and “Be it resolved to approve this event project: Carnival with Redbull”.

Be it further resolved to add discussion item for Events committee budget.

CARRIED

6. MATTERS ARISING FROM THE MINUTES

6.1 MOTION EVENTS 2020-01-29:03

Emerly/Alicia

Be it resolved to receive and file the following minutes:

- *EVENTS 2020-01-08*

CARRIED

7. NEW BUSINESS

7.1 SFSS Events Instagram Scavenger Hunt – MOTION EVENTS 2020-01-29:04

Mohnish/Julian

Be it resolved to approve this event project: SFSS Events Instagram Scavenger Hunt.

CARRIED

- There will be 14 prizes in Surrey and Burnaby campuses.
 - Clues are posted on Instagram about the location of the tokens.
 - If students bring them to the SFSS office, they will get prizes (gift cards).
- The event will take place during the first week of March;
 - Combined with Munchie Mondays/Tuesday Treats.

7.2 March Mayhem Basketball Tournament– MOTION EVENTS 2020-01-29:05

Mohnish/Maneet

Be it resolved to approve this event project: March Mayhem.

CARRIED

- The cost will be around \$2100.
- Trying to get sponsorship from student care;
 - They would have a little tent to promote themselves.
- In order to insure the safety question there will be a meeting with SFU to see if they

agree with the event taking place at the Convocation Mall.

- Potentially there will also be a Beer Garden and a Pub night after the event
- The tentative date for the event is March 27.
- The budget has to be approved by the Board.

7.3 Valentines Day Decorating – MOTION EVENTS 2020-01-29:06
Mohnish/Alicia

Be it resolved to approve this event project: Valentines Day Decorating.

CARRIED

- Takes place on February 14, 2020.

7.4 Valentines Day Cards – MOTION EVENTS 2020-01-29:07
Maneet/Emerly

Be it resolved to approve this event project: Valentines Day Cards.

CARRIED

- Takes place on February 13, 2020.

7.5 SFSS Care Packages at Dog Therapy – MOTION EVENTS 2020-01-29:08
Emerly/Maneet

Be it resolved to spend up to \$971.50 from Events Department - line item 817/16 on SFSS Care Packages at Dog Therapy”.

CARRIED

- Takes place on February 25–26th, 2020.
- GSS is contributing \$200.

7.6 Carnival with Redbull – MOTION EVENTS 2020-01-29:08
Emerly/Maneet

Be it resolved to approve the Carnival with Redbull event project.

CARRIED

- Event will occur on March 10th, 2020
- SFSS will be contributing \$4,064 for the event.

8. DISCUSSION ITEMS

8.1 Last Chance 4 Love Pub Night

- Hard copy tickets are coming in this week.
 - The first 200 tickets are \$10
- All profits are donated away.

8.2 Black History Month

- We haven't received any response from collaborators and therefore it is not sure the event is going to take place.

8.3 Events committee budget

- \$8500 is left in the fund
 - This does not include the \$1500 for YWiB for the venue cost.

9. ATTACHMENTS

- Decorating on Valentines Day.pdf
- Valentines Day Cards.pdf
- Events Expense - Care Packages Spring 2020.pdf
- Spring 2020 - Event Proposal.pdf
- [Carnival X Red Bull] Budget - Sheet1 .pdf
- [Carnival X Red Bull] Proposal.pdf

10. ADJOURNMENT

10.1 MOTION EVENTS 2020-01-29:08

Emerly/Julian

Be it resolved to adjourn the meeting at 1:54 PM.

CARRIED

EXPENSES

Item	Total Price	Info
Convo Mall Booking	\$0	No charge
Facilities	\$100	2 tables
MECS	\$500	Grills for BBQ
Food	\$1,000	Hot dogs, popcorn, chips, pop (Going to see if we can get sponsorships for this). For the day of the event, we will be charging \$1 for everything, unless we get sponsorships .
Carnival Games	\$1,599	Bungee run (2 lane, staffed), Hamster ball race (staffed), Tic Tac Throw
Photobooth	\$100	Backdrop + Props
Sub-Total	\$3,299	
Tax (12%)	\$3,695	
Contingency (10%)	\$4,064	
	\$4,064	

[Carnival X Red Bull] Proposal

Date: Tuesday, March 10

Time: 11-3

Location: Convo Mall

This is a collaboration with Red Bull!

WHAT WE (SFSS) WILL HAVE:

- BBQ (hot dogs, chips, pop)
 - Free, if we get sponsorships. If not, we will be charging \$1 per item.
- Games
 - 2 lane bungee run
 - Hamster ball race
 - Tic Tac Throw
- Photobooth
 - Backdrop -
https://www.amazon.ca/Allenjoy-Backdrop-Birthday-Photography-Background/dp/B07MZ11N3Y/ref=sr_1_2?keywords=photo+booth+backdrop+black+and+white+stripe+10x10&qid=1580258482&sr=8-2
 - Props-
https://www.amazon.ca/B073GWR2TP-72-Pack-Circus-Photo-booth/dp/B073GWR2TP/ref=sr_1_4?keywords=carnival+photo+booth&qid=1580258351&sr=8-4

WHAT RED BULL WITH HAVE:

- We are still in the process of finalizing the exact infrastructure there will be but some potential things are:
 - Gaming portables
 - Mingling tables
 - “Mocktail” bar

SIGN UP SHEET WILL BE SENT CLOSER TO THE DAY OF EVENT

VALENTINES DAY DECORATING

Date: Friday, February 14th

Time: 12:00 pm- 3 pm

Where: Convo Mall

Event Lead: Ritu

Event Support: Dipti Chavan

Expected Attendance: 150+

Event Logistics:

- (4 Tables): Decorating cupcakes and cookies
- (1 Table): Where the cookies and cupcakes will be held.

What To Get:

- Frosting
- Basic Cutlery
- Bowls
- Sprinkles
- Decorations for Cupcakes and Cookies
- Tablecloths

What To Talk About?

- SFSS and how to get involved

Tabling

- Set Up: 10:30-12pm

HOW CAN YOU HELP OUT?:

- Each person is limited to taking one cookie or one cupcake to decorate
- Help prevent a lot of mess from happening

PLEASE SIGN UP FOR AT LEAST 2-3 SHIFTS!!!!

	Board Members	Events Members
10:30-12pm SET UP	- - -	- - -

	- - -	- - -
12-1:30	- - - - -	- - - - -
1:30-3	- - - - -	- - - - -

Mental Health Care Packages

October 29 - 30

Attendees	Projected
Students	200
Volunteers	5
Total	205

Revenue		Revenue Per Person			Total Revenue	Notes
		Units	Unit Price	Projected	Projected	
1	Ticket Sales			0.00	0.00	
				0.00	0.00	
2	Internal Sponsorship			0.98	200.00	
	GSS Sponsorship			200.00	200.00	GSS contribution
	SFSS Core Funding			0.00	0.00	
3	External Sponsorship			0.00	0.00	
TOTAL REVENUE				0.98	200.00	

Variable Expenses		Cost Per Person			Total Cost	Notes
<i>Expenses that can change (ie. Depending on number of attendees). Below are examples of variable expenses.</i>		Units	Unit Price	Projected	Projected	
1	Food			0.00	0.00	
				0.00	0.00	
				0.00	0.00	
				0.00	0.00	
2	Drinks			0.00	0.00	
				0.00	0.00	
				0.00	0.00	
3	Other					
TOTAL VARIABLE EXPENSES				0.00	0.00	

Fixed Expenses		Cost Per Person			Total Cost	Notes
<i>Expenses that do not change no matter what.</i>		Units	Unit Price	Projected	Projected	
	Self-care			0.61	125.00	
	Candles	1	125.00	0.61	125.00	100 tealight candles for \$125, from Mala the Brand (popular last time)
	Fun stuff & accessibility-related			3.51	720.00	
	Gel eye masks	200	3.10	3.51	720.00	from 4imprint (includes shipping)
	Food			1.07	220.00	

	Dad's cookies	4	20.00	0.39	80.00
	Tea	10	5.00	0.24	50.00
	Gum	3	30.00	0.44	90.00

Very popular last time,
from Costco
From Walmart
From Costco

TOTAL FIXED EXPENSES				5.20	1,065.00
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GST (5.00%)			5.00%	0.26	53.25
PST (7.00%)			7.00%	0.36	74.55

TOTAL EXPENSES				5.82	1,065.00
CONTINGENCY (10.00%)					1,171.50

Net Deficit				-4.84	-971.50
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final amount requested

Care Packages
Event Proposal

Proposed

- **Date:** Tues, Feb 25 – Weds, Feb 26
- **Time:** 12:00pm – 2:00pm (11am set-up and 2:30pm for clean up)
- **Location:** Saywell Hall Atrium, SFU Burnaby

Brief Description:

This event will encourage and motivate students during midterm season by providing mental health resources and items at Dog Therapy.

We will be using an assembly line method like in Fall 2019. There will be a rolling board provided by SFU Health & Counselling where students can write motivational messages.

Students will be encouraged to only take 2-3 “big” items (gel eye masks, candles) while they would be able to take as many informational pamphlets as they need.

Previous Iterations:

[Summer 2019 Report](#)

[Fall 2019 Report](#)

Other:

- **Expected attendance:** 200
- **Budget Attached:** Yes

VALENTINES DAY CARDS

Date: Monday, February 10th

Time: 12:00 pm-3pm

Where: Convo Mall

Event Lead: Ritu

Event Support: Dipti Chavan

Expected Attendance: 150+

Event Logistics:

- (1 Table): Hot Chocolate
- (4 Tables): For Valentines Day Cards

What to Get:

- Construction Paper
- Pretty, Sketchbook Paper
- Stickers
- Glitter
- Scissors, Glue, Tape
- Table cloths
- Cups for hot chocolate
- Pub Night Flyers for Valentines Day
- Poster Board

What to Talk About?

- Pub night for Valentines Day
- SFSS and how to get involved

PLEASE KEEP SCROLLING FOR THE SIGN UP SHEET

Tabling

- Set up: 11-12 pm

HOW CAN YOU HELP OUT? :

- Help with Hot Chocolate (it gets very busy)
- Everyone can also come and get creative! It is all about having fun. Join in and make a Valentines Day Card.

PLEASE SIGN UP FOR AT LEAST 2-3 SHIFTS !!!

	Board Members	Events Members
11:00-12:00 (Set Up)	- - - - -	- - - - -
12:00-1:30	- - -	- - -

	- -	- -
1:30-3:00	- - - - -	- - - - -