

**MEETING MINUTES**

<b>Meeting:</b>	14th GSA Council Meeting		
<b>Date of Meeting:</b>	December 4, 2017	<b>Time:</b>	1:00 p.m. – 2:30 p.m.
<b>Minutes Prepared By:</b>	GSA Secretary	<b>Location:</b>	GSA Office Guild Hall

**1. Meeting Objective**

14th GSA Council Meeting

**2. Attendees**

Council Members: Ranbir Bali, (President), Caesar Clemente (VP for External and Internal), Samip Dhakal (Representative), Vera Nwaka (VP finance) Erin Archer (Representative)

Management Representatives: Dean Colins Neufeldt (Dean of Graduate Students)

**3. Agenda and Notes, Decisions, Issues**

Topic	Discussion
<b>Meeting Protocols</b>	- <b>The last meeting was approved by the council.</b>
<b>Christmas Party</b>	<ul style="list-style-type: none"> <li>- - The plan for the Christmas party has been set up. The VP for external and internal reported that it will be done in Earl's Jasper place and will start at 5 to 9 PM.</li> <li>- - A discussion on the issue on payment ensued. It was reported that Earl's does not accept checks. Dean Colin informed the council that payment issues would be settled between the new finance officer Deborah and Earls.</li> <li>- - The following assignment was agreed upon as well. The VP of external and internal will buy the Santa Hats giveaways.</li> <li>- - The president will buy chocolates. The representatives will take over the Photobooth for the occasion.</li> <li>- - The attire for the event was also decided by the group. It will be business casual.</li> <li>- - There will be a total of 35 expected guest, and as per the previous discussion the event has been budgeted for 1500 dollars.</li> </ul>
<b>Winter Orientation</b>	<ul style="list-style-type: none"> <li>- The president reminded the group about the winter orientation. It was decided that winter shirts for the students and officers will be ordered. The remaining giveaways from the previous orientation will be used.</li> <li>- Further discussion on this matter will be discussed in January.</li> </ul>
<b>Other Issues</b>	<ul style="list-style-type: none"> <li>- - Dean Colin once again congratulated the group of because it now fully incorporated. As such the GSA will now have to abide with its own bylaws and articles of incorporation.</li> </ul>

**4. Action Items**

1	All officers	Christmas Party	December 15	6-9PM
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