

CLA McGill Student Chapter (CLAMSC)
Executive Meeting
Date: Jan 20, 2015
Time: 10:10 AM

Present (executive members): Melissa Rivosecchi (President), Chris Marsh (Co-Vice President), Natalia Diaz (Co-Vice President), Ruth Hwang (Secretary), Sarah Bonish (Treasurer), Tran Phan (Vice-Treasurer), Ben Wrubel (Communications Officer), Julia Bjerke (External Liaison)

Regrets: none

In attendance: Anne-Marie Smith

Old Business

1. Reimbursements

- Already paid: Ben and Melissa
- Need to pay: Chris and Julie
 - Need to present receipts for refund

2. Money from CLA

- Still waiting on the cheque that we were supposed to receive in October

3. Current Financial Status

- Made over 170\$ from samosa sale during the fall semester

New Business

1. Fundraising

- What: Samosa/bake sale
- When: mid-February

2. Library Tour

- What: 4 hour tour with possibility of English or French guide
- Where: BANQ archives (not the one at Berri, but in the eastern part of Montreal)
- When: To be determined at the next meeting
- To-do List:
 - Need to find out maximum participants allowed (Sarah volunteered to contact the BANQ archives for this)
 - Prepare a Google sign-up sheet, write-out for the event
 - Available times to determine date
 - Ask MISSA for transportation funds for students that do not own an OPUS card

3. Professional Partnership Program Networking Event

- What:
 - End of the year closing event for PPP and make this event.
 - Instead of the Tea Talk.
 - Open to all MISSA students + professionals
- When:
 - To be determined.
 - Aim for March 27 from 4 pm to 6 pm.
 - Avoid reading week + Career Fair.
- Finance:
 - Ask MISSA for funds as it will be open to all MISSA students.
 - Samosa/bake sale funds
 - CLA funds
- Where:
 - SIS mansion
- To-do List:
 - Possibility of publicizing through the CLA network.
 - Send an e-mail to Kathryn Hubbard as a heads up for the event with the potential date.
 - Natalia volunteered to do so.

4. Business Card

- No plans for this event.

5. Financial Housekeeping

- Change from dual signatory to single in order to facilitate financial transactions.

6. Knowledge Dissemination

- Before the end of the semester, meeting with the current president and shadow co-presidents and shadow treasurer.

Next meeting: February 3, 2015 at 10 AM in the SIS mansion, room 310

Meeting adjourned at 10.40.