

SIMSA Executive Meeting – September 3rd, 2015

1. Roll call
 - a. All present
2. Approval of last meetings minutes
 - a. Pass both of previous meeting's minutes
3. Financial update
 - a. Nothing to report
4. IWB update
 - a. Have contacted first two keynote speakers, have to send follow up email to one
 - b. Michael Green – CEO of Infoway in Toronto – sent email with clarification questions
 - c. Going to meet later in week when Amanda and more of committee is back
5. DPO - Tips and tricks presentation
 - a. Went over presentation
 - b. Grad Pad – Kat
 - c. Medical Benefits – Charlotte
 - d. Brown bag lunches – Charlotte
 - e. Free software – Katie
6. 2015 Elections
 - a. Probably a good idea to remind people when and how to vote as students
 - b. After orientation – don't want to push too much information
7. Communication with SIM
 - a. JoAnn wants to coordinate with Michelle about communicating events etc. – SIM is the official ones to communicate about some things, where SIMSA is the place for other stuff
 - b. Wants to make sure that the SIM calendar and SIMSA calendar is being used and that these are coordinated
8. Scheduling of fall meetings

- a. Meetings – will be putting out Doodle Poll
- b. Have to look at office space as well – put calendar on the door – good to have hours on separate days when both incoming and outgoing students will be there

9. Orientation

- a. We should be there in the morning on Tuesday to introduce ourselves – 9:15 AM start – be there at 8:30 AM or so to get coffee and some food ready
- b. Zoe, Amy, Dan, Tess, and Jenna are helping with food for luncheon
- c. Tour of Rowe: Charlotte will do some – plan so can split in two parts and one start upstairs, one start downstairs
- d. Lunch and SIMSA presentations can overlap
- e. Second day – pit stop for snacks in the morning
- f. Talk about how things are less overwhelming
- g. Thursday – Dal Libraries presentation
- h. Friday – associations display
- i. Associations – Toze recommended trying to get an ASIST association started up
- j. Charlotte contacted MHLA for health libraries, we don't have a student chapter of anything health related
- k. Setting up display – tables already there, Charlotte will be there to help Kim set up before the luncheon as well as others
- l. Food – Hannah will buy chicken, veggies, wrap things, fruit, etc – bean filling for vegetarian, salad kits

10. Mega Conference

- m. Student volunteers – Charlotte's email
- n. Lord Nelson
- o. Darlene Barrett in charge of volunteers

11. Charlotte – address Run for the Cure as potential charitable

cause for SIMSA to support
11. Motion to end