

SIMSA Executive Meeting
Saturday August 10, 2019

Attendees

Nicole Slipp, Co-Chair
Cassandra Larose, Co-Chair
Dan Phillips, Academic Chair
Kelsi Godin, Financial Chair
Katherine Lubber, Communications Chair
Robyn Nicholson, Digital Publications Chair

Called to order: 6:35 pm

Approval of Agenda: Yes

Approval of Minutes: Yes

Updates from Chairs

- Co-Chairs
 - Scheduling meeting with Sandra Toze for August
 - Facebook group and group chats
 - There have been complaints about the Facebook chat group, where students would like to be involved in a chat more focused on academic topics, but the current chat frequently involves other topics
 - The general opinion is that there are already too many chat groups
 - This issue does not necessarily fall on SIMSA to deal with but because it is a concern of students, it becomes an obligation to address
 - A further concern is with the mention of alcohol in the Facebook group, which is not allowed because of the page's affiliation with Dalhousie
 - A separate social page is the suggested solution
 - Another possible solution is drafting a post about keeping social content to a separate social page, and keeping the tone welcoming and positive in the group chat
 - Further emphasis is to be placed on the fact that the group chat is an unofficial informal chat, and students are not obligated to participate if they do not wish to, important and official information will be relayed through the group and through email
- Academic, Non-Academic
 - Orientation Week
 - Walking tour is mapped out, avoiding bars but ending up in an area with bars so that people can disperse and socialize
 - Walk past the market on this side, end up at Albany, possible ferry trip

- Students will be reminded of their UPass
 - Tour will meet at Central with the option to get library cards
 - Friday social event will be held at the University Club again
 - Further social events are in the works to be held throughout the years as opposed to clustered into the first month
 - Free cultural outings such as museums and the art gallery
 - Zine workshop
 - Slack lunch and learn
 - The introductory meetings in the common room will be split between the common room and the board room to avoid congestion
 - Coffee and tea will be made readily available
 - Homemade snacks are encouraged
 - Co-chairs will ask Sandra Toze about food budget for orientation
 - Newbie Navigation document
 - Kira will provide updates later this month
- Associations Display
 - Backup representative still required for the associations display
 - Dan is looking at compiling a list of all associations along with their roles, costs and benefits
- Associations
 - SIM Connect is freezing for a year to revamp, possibly being offered to APLA
 - Current chapter representation of Special Libraries, Academic Libraries and Archives groups
 - 2-year program is not enough to build structure or lasting relationships with these associations
 - Discussion to be held about possibly folding these chapters
- Digital Publications
 - New photos and profiles for the executive
 - New photos will be taken at one of the orientation events where the complete association is present
 - Possible honorarium to be offered for photography, further discussion required
 - Coordination of social media and website
 - Robyn will attend next Orientation committee meeting, coordinate promotion of orientation events
- Financial
 - Training
 - Kelsi will be doing training on August 28 with DAGS
 - Records Review

- Kelsi has been reviewing the financial records from previous years, and will be working on organizing them in preparation for the upcoming year and seeing what improvements can be made
 - Audit
 - No response yet, but hopefully there will be news for the next meeting
- Communications
 - DAGS/DSU
 - For emails that we receive from DAGS and DSU, what should be done with them?
 - Obligations to forward these events or send representatives not clear
 - Improvement of relationship with DAGS and DSU
 - Possibly have a meeting with them, to sit down and establish working relationship
 - Kelsi will check in with former President

Action Items

- Co-chairs: Consider a post on Facebook group and group chats outlining roles and intended conduct, and organize next meeting with Sandra Toze
- Communications: formally invite IWB and International Students representatives to upcoming SIMSA meetings
- Academic/Non-Academic: Continue planning orientation events
- Publications: Attend next orientation meeting, coordinate event promotion
- Financial: Continue reviewing records and stand by for news regarding the audit

Adjourned: 7:24 pm