

## SIMSA Executive Meeting

Sunday, 6 March 2022

Meeting Minute Taker: McKenzie Young

Meeting Location: SIMSA Teams

### **Attendees**

Annalise, Executive Chair

Madeline, Academic Chair

McKenzie, Communications Chair

Sam & Janine, Non-Academic Chair

Geoff, Digital Publications Chair

Maddie, Special Projects and EDIA Chair

### **Absentees**

Jakob, Academic Chair

Meaghan, Finance Chair

Lisa, Digital Publication Chair

Poppy, Special Projects and EDIA Chair

**Called to order:** [13.03]

### **Updates from Chairs**

1. Annalise- Co-chairs, Executive 1:06
  - ☐ Chairs start putting together summary of what you've done and transition documents
    - i. Try for next meeting
  - ☐ Canada wide LIS group meeting tonight
    - i. Deciding on a name
    - ii. Created a discord, will confirm tonight if it's opening it up to everyone
    - iii. Will hand it off to the incoming exec, whether that be chairs or not
  - ☐ AGM needed near end of semester

- i. In person?
  - ii. With some snacks?
- 2. McKenzie— Communications Chair 1:12
  - ☒ AGM
    - i. April 1<sup>st</sup> 4:00pm
    - ii. Introduce new chairs and get feedback
  - ☒ Elections
    - i. Out, results will be in on the 18 so new chairs will be at our next meeting
- 3. Madeleine— Academic Chairs 1:17
  - ☒ Lunchless learns
    - i. Jakob has planned for march 25<sup>th</sup>
    - ii. Madeleine will plan one for april
  - ☒ Update on Cabot for Linkedin workshop?
    - i. Cabot planning CV workshop
  - ☒ Could we combine our calendar to SIMs calendar?
    - i. We have a calendar on the website but its not including ours
    - ii. For fall it would be great to have the lunch and learns and all students meeting on the SIM calendar
    - iii. Calendar plug in for the SIMSA website
- 4. Sam & Janine – Non-Academic Chairs 1:24
  - ☒ Pub quiz on the 14<sup>th</sup> at Durty Nellys 7-9:30pm
    - i. McKenzie will send out invite today
- 5. Geoff – Digital Publication Chair 1:26
  - ☒ Looking into calendar plug in for SIMSA website
  - ☒ Will work with Maddie around records Management for the filing cabinet documents
    - i. Maddie will reach out to Professor Ghaddar
- 6. Maddie - Special Projects & EDIA Chair 1:31
  - ☒ End of year event
    - i. SMU boat club has opening in April
      - 1. \$140 per hour
      - 2. Ticket sales
      - 3. We would need to provide alcohol and food
      - 4. Maddie will reach out to Sandra to see if SIM would contribute
      - 5. Annalise will look into DSU grants for events
      - 6. 21<sup>st</sup> or 22<sup>nd</sup> of April tentatively
      - 7. Deposit needed to book \$300
        - a. Will email Meaghan
      - 8.
  - ☒ Waffle Wednesday
    - i. 14 people attended
    - ii. April waffle Wednesday poster needs updating for April 6
    - iii. EDIA included through food for thought

**Adjourned:** [13.47]

