

Agenda – SIMSA Exec Meeting Aug. 25, 2022 6:30pm

Attending:

Courtney Svab

Selena MacDonald

Janine McGregor

Geoff Krause

Maddie Hare

Meaghan Rout

Madeleine McGregor

Meeting commenced: 6:35pm

1. Orientation

a. Overview

- i. Everything open to second years except Tuesday welcome

b. Events we need representatives at:

- i. Tuesday Sept. 7 10:30-12:30 Welcome
 1. Courtney
 2. Meaghan
 3. Janine (Morning)
- ii. Wednesday Sept. 8 1:00-2:30 City Walk
 1. Janine
- iii. Thursday Sept. 9 11:30-12:30 Lunch
 1. Madeleine
 2. Meaghan
- iv. Thursday Sept. 9 12:30-2:30 Associations Display
 1. Madeleine
 2. Meaghan
- v. Sunday Sept. 11 6:00-9:00 All-Student Mixer
 1. Courtney

2. Constitution

a. Big changes made

- i. Adding a co-chair for finance and making it a 2-year term
- ii. Clarifications in chair roles/responsibilities

b. EDIA Consultant

- i. Scholarship position to act as a consultant for SIMSA
- ii. Application open to first and second years
- iii. Application selection committee to include: 2 SIMSA, 2 Faculty, 2 student representatives
 1. Maddie will put together application
 2. Anyone who would like to be one of the two SIMSA representatives, please let Maddie or Courtney know

3. Finances

- a. Budget for this year
 - i. Starting the year with \$700
- b. Audit from last year
 - i. Should be getting within 2-3weeks about \$1400
 - ii. Summer audit can be submitted sept/oct and will be about \$100
- c. Set aside \$400 for IWB from these totals
- d. Set aside \$300 for EDIA consultant position
 - i. Look into how we would exchange the money with SIM
 - 1. Maddie will touch base with Kim
- e. Ideas for School Year activities:
 - i. Most are free ideas
 - ii. Maybe apple picking if we need transportation
 - iii. Christmas party
 - iv. Oxford Taproom
 - v. Lunch and Learns – Pizza 😊
- f. Charitable
 - i. Last year \$100 to Feed Nova Scotia – up donation this year?

4. Plans for Next Year/Chair Check-Ins

- a. Meaghan
 - i. See above
- b. Maddie
 - i. Apparel form is live
 - ii. SIMSA has a scanning account with Dal if we need to scan/print
 - iii. If your email buddy has admin questions, forward on to Kim
 - iv. First waffle Wednesday Sept. 14
 - v. Reached out to Creighton about how to digitize/preserve old SIMSA records
 - 1. Update Records Management policy to include archiving records (archives have agreed to take the material)
 - a. Wait for new in-coming chairs to re-work our records management policy – FALL PROJECT
 - 2. Have Creighton run a couple workshops to teach about practical archive/records management experience to archive the material
- c. Janine
 - i. Calendar with tentative dates/activities on teams event
 - ii. SIMSA in INFO 5500 during orientation week
 - 1. What your role is/what you do
 - 2. Something you did in the last year
 - 3. Second half of class, feel free to come for 9:30am
- d. Madeleine
 - i. Associations Display
 - 1. SIM covering lunch in the common room/meeting room
 - 2. Deadline for associations to RSVP is tomorrow (Fri. Aug. 26)

- a. Heard back from 5, 4 can come
 - 3. If you know anyone who would be beneficial to bring in for lunchless learns, let Madeleine know!
 - a. Maybe alumni would be interested
 - e. Geoff
 - i. Will start putting together Facebook & Messenger groups
 - 1. Janine has names of all new first years
 - ii. Teams group – will look into how people get added to this
 - iii. Everyone please put together new bios for the website
 - iv. Tabling the Brightspace idea for now
- 5. Any other concerns?

Meeting ended 7:29