

11th BESS weekly meeting 2020-2021

Meeting Minutes of the Bioresource Engineering Association
Macdonald campus of McGill University
November 23, 2020

1. Call to Order

- 1.1. A council meeting of the Bioresource Engineering Association was held on the 23rd of November on Zoom. It began at 10:00 and was presided over by Katherine Palevsky, with Olivia St-Pierre as secretary.

2. Attendees

- 2.1. Voting members in attendance included Luc Roy, Olivia St-Pierre, Katherine Palevsky, Shimon Takagi, Jennyfer Liang, Alex Audi, Sean Clark
- 2.2. Year Representatives: Roxanne Tremblay
- 2.3. Guests in attendance included [list guests here]
- 2.4. Members not in attendance included Anna, Ines Serghini,

3. Approval of Minutes

- 3.1. Motion to approve the minutes of the 16th of November meeting.

4. Adoption of the Agenda

- 4.1. Written in Minutes:
 - Motion to ...
 - Objected by ...
 - Seconded by ...
 - Vote held. Motion carried/failed with # in favor and # opposed.
- 4.2. Spoken Procedure
 - To Vote: "We will now proceed to vote. All those in favor say "aye", all opposed say "no". Motion passes/fails.
 - If there is disagreement with the decision of the vote by voice: "I call for a division of the house" - call for a vote by actual count
 - Point of Order - object to procedure or personal offense
 - Point of Information - request information

5. Administration

- 5.1. -

6. Executive's Reports

- 6.1. President, Katie
 - Today: G.A. prep for tomorrow

- Christmas party:
 - Live event + website
 - <https://sites.google.com/view/breechristmasparty/home>

- 6.2. VP Finance, Sean
 - Design fund timeline
 - Advertise before end of semester and have form available over the holidays
 - Forms due end of January
 - 30% of BREE student enrolled in capstone project (490 and 495)
 - Prepare forms (Innovation and Development Fund) present at GA and gauge feedback
 - Budget on google drive
 - Some of our budget could go into Capstone projects, but we have to keep in mind that not all students can benefit from it (only U3-U4). Other BREE-related projects? Same application form.
 - Club founding applications soon
 - Can student fees be reimbursed if not used by the end of year? Maybe
 - Student fees for september: 8\$/student x 223 students = 1784\$

- 6.3. VP Academic, Shimon
 - Inform profs the result of the survey, especially course specific feedback asap so it will be reflected
 - Remind students to complete the course evaluation soon with asking them to provide positive feedback also as profs have been working hard as well

- 6.4. VP External, Ines
 - Absent

- 6.5. VP Industrial Affairs, Jennyfer
 - Facebook event is up for the workshop (BREE students how to search for a job?) on November 12! Email will be sent after this meeting (Olivia)
 - Good turnout!!
 - HR panel moved to January -> come up with a list of companies we want there!
 - Contact Julie Godin
 - Downtown event already happening to discuss CV/cover letter/internship! *Ongoing*
 - <https://outlook.office365.com/owa/calendar/McGillEngineeringCareerCentre@McGill.onmicrosoft.com/bookings/>

- 6.6. VP Internal, Luc

- E-Week will happen online
 - Christmas party gift exchange:
 - shipping included in budget
 - Send email to participants ?
- 6.7. VP University Affairs, Alex
- First student complaint: ID card not working downtown! Contact Slava.
 - Slava is working on it, but it's a slow process
 - Music club: something different from a food gift card?
Maybe some BREE merch! Hat for example.
- 6.8. VP Communications and Services, Olivia
- Sweatshirts: 80\$ Agree
 - They've been shipped!
 - Will share the club founding form
 - Post meeting minutes on website before general assembly
 - Facebook event for general assembly *today*
- 6.9. U1 Rep, Anna
- Absent
- 6.10. U2 Rep [...]
- 6.11. U3 Rep, Roxane
- Will share event!!!!!!11
- 6.12. U4 Rep [...]
- 6.13. Photographer
- 7. Other Reports**
- 7.1. [Other Topic]
- 8. Adjournment**
- 8.1. Meeting adjourned at 11:00