



Meeting Minutes #5

DATE: February 6th

TIME: 15:15

LOCATION: Graduate Lounge - ENGR 3C70

| | |
|-------------------|----------------------------|
| Meeting called by | EGCC President |
| Type of meeting | Executive Board |
| Minutes taken by | VP Communication |
| List of attendees | All five executive members |
| List of absentees | - |

| | |
|------------------|--|
| Discussed topics | <p>Details for the EGCC Social Event on February 8th in the GSA Commons. Some actions were attributed to each executive member. All executive members should buy their own EGCC T-shirt for wearing in the event. After the event, organize the volunteer's appreciation & ex-members awarding night.</p> |
|------------------|--|

| | |
|------------|---|
| Conclusion | - |
|------------|---|

| Assigned actions | Person responsible | Deadline |
|---------------------------------------|--|----------|
| Music continuity in the event | VP Finances and VP Communications | Feb. 8th |
| Games gathering | VP Academic Affairs | Feb. 8th |
| Pizza ordering on Feb. 8th morning | VP Communications | Feb. 8th |
| Stuff buying on Feb. 8th morning | VP Academic Affairs & VP Student Affairs | Feb. 8th |
| Take pictures of the event | VP Communications | Feb. 8th |
| Samosa ordering | VP Academic Affairs | Feb. 7th |
| Organizing the place in the GSA | VP Student Affairs | Feb. 8th |
| Bring EGCC t-shirts to sell - 20% OFF | VP Finances | Feb. 8th |