



Meeting Minutes #

DATE: Nov 22 2024

TIME: 60 mins (12:00-01:00)

LOCATION: 1A18

Meeting called by	Bashu
Type of meeting	Biweekly Meeting
Minutes taken by	Sara
List of attendees	Bashu, Sara, Parvaneh, Asutosh, Anukul, Pabitra
List of absentees	N/A
Excuses	
Agenda	<ol style="list-style-type: none"> 1. Christmas lunch planning 2. E3MT discussion and planning 3. Funding Update
Content	<ol style="list-style-type: none"> 1. EGCC Christmas lunch <ul style="list-style-type: none"> ○ Date & Time: Dec 19, 2024, 11:30-2:30 ○ Venue (Bashu & Asutosh): <ul style="list-style-type: none"> ○ Hardy Lab ○ Talk to Mike Miller ○ Arranging to have tables and chairs ○ Registration (Sara): <ul style="list-style-type: none"> ○ Survey monkey or Eventbrite <ul style="list-style-type: none"> ▪ Registration deadline by Dec 15 ○ Faculty doesn't need to register <ul style="list-style-type: none"> ▪ Ask Candace to email out to faculty ○ Send mass emails: send first one on December 2nd ○ Poster ○ Slides (Bashu): <ul style="list-style-type: none"> ▪ Event name ▪ Introducing EGCC ▪ New EGCC team ▪ E3MT advertisement ▪ Sponsors <p>*After slides, Rana Mustafa will have a talk</p> ○ Ordering food: <ul style="list-style-type: none"> ○ Order on 16th Dec (Parvaneh) <ul style="list-style-type: none"> ▪ Price comparison from different stores e.g. Red Swan, Dominos (Asutosh) ▪ Order for 30 more people than registration number ○ Pop & Water, Paper Cups, Plates & napkins – Costco (Bashu and Pabitra) ○ Coffee from Tims (Asutosh) ○ Entertainment: <ul style="list-style-type: none"> ○ Cards, Jenga (from previous committee) ○ Christmas music in the background



	<p>2. E3MT competition planning</p> <ul style="list-style-type: none">○ Date: Friday, February 21st, 2025○ Venue: Engg library○ Reg link: Start around 1st week of January 2025
	<p>3. Funding Update</p> <ul style="list-style-type: none">○ GSA will reimburse after the event (around \$800)○ CGPS – talk to Lara; only sponsor for 3MT and EGRC; apply before 1 month○ Saskpower & Opus – reminder email (Parvaneh)○ Nutrien – potential sponsor