

18 June 2019

Presiding: Jess Torres

Attending: Anna Murray, Clayton Gentilcore, Apurva Pradhan, Vik Cherupally, Prof. John Morgan, Kurt Russell, Xiao Lu, Carly Battistoni, JT Turnley

1. Symposium updates

- a. Jess will talk to Dr. Burcham tomorrow with Joe Oliva to talk about keynote speaker things
- b. Anna
 - i. Did catering
 - ii. Will contact about dietary preferences, etc.
 - iii. Needs two weeks minimum to get things squared away
- c. Clayton
 - i. No update
 - ii. Sent out email with Carly (reminder for speakers)
 - iii. Spoke about resumes but hasn't sent it out yet
 1. Will reach out to get done
- d. Apurva
 - i. Has quotes for ribbons
 - ii. Looked at three different companies
 - iii. \$130-\$190 based on company
 - iv. $4 \times 1.625 \text{ in}^2$
 - v. Preferences or go with cheapest?
 - vi. All shipping says two weeks until delivery
 - vii. Kurt: What's special about these ribbons that makes them so expensive?
 - viii. Apurva: styles and titles
 - ix. Ribbons will be reused each year (one-time purchase; only have titles on them)
 - x. Seems all the same
 - xi. Morgan: Good because they won't have to replace each other
 1. Could want to get a larger order to make it last longer
 - xii. Shipping depends on flat rate or unit count
 - xiii. Jess: Might want to order a ton more since ribbons are cheap as it is
 - xiv. No differences practically; most expensive sends proofs first
 - xv. Can choose everything (colors, etc.)
 1. All have gold trim with various body colors
 2. Doesn't seem a particular preference among officers
 - xvi. Price gets progressively lower (not necessary)
 - xvii. Kurt: is the \$14 for new design; can we submit the design again without being recharged?
 1. Probably not
 - xviii. Will buy 100
- e. Vik
 - i. Poster
 1. Alignment

- 2. Colons
 - 3. Spacing
 - 4. Font
 - ii. Website will happen (Vik promises)
 - f. Conferences taking a while to get stuff done
 - g. Xiao
 - i. One more response to poster session
 - 1. Total eight so far
 - ii. Talk to group members
 - h. Carly
 - i. None
 - i. JT
 - i. None
 - j. Jess forward industrial reps an email (need to do it maybe)
 - i. Jess talked to Bev to get more contact information of people
 - ii. Biotech people from Boston
 - iii. Jess will forward list to I-reps
2. Updates
 - a. Start finalizing dates for events for July
 - b. Kurt
 - i. Pint night planned for July 25
 - ii. Hike on July 20
 - iii. All tentative
 - iv. Will talk to Peter about potentially getting a monthly coffee break
 - c. Anna
 - i. Will contact to get stuff organized for highway cleanup
 - 1. Tentatively 27 July
 - ii. Planning a food bank event once a month
 - d. JT
 - i. No updates yet; working on it
 - e. Jess will share her GSO google drive
 - i. Keep all event signups in one place
 - f. JT
 - i. No update yet
 - ii. Volleyball this weekend
 - iii. Intramurals coming up
 - iv. Did office inspections
 - g. Carly
 - i. One more person joined first year FB group
 - h. Kurt
 - i. Monthly coffee breaks
 - ii. Talked to some international students about attendance at events
 - 1. Some say it's doomed to failure
 - 2. Others say people will do what they want

- iii. Will be sending out email for dinner club and album club (coming next day or so)
- iv. Tickets for Aviators game purchased
- v. Edited budget spreadsheet
- vi. Please update as it goes
 - 1. EVERYONE MUST UPDATE BUDGET AT ALL TIMES
- vii. Learned pain of doing events and reimbursements
 - 1. Learned general tips might be useful
 - 2. When you create an event, go through BoilerLink to ChEGSO website in order to get reimbursed
 - a. It is not user friendly
 - b. Need to do two weeks in advance
 - c. Somewhat excessive
 - d. For off campus, if transportation is not being coordinated by organization, it's simple and just list it
 - e. However, car pools require university approved drivers, etc.
 - 3. Gift cards cannot be purchased with university money and cannot be reimbursed
 - 4. Technically required to reserve a room for every event to be held on campus
 - a. Two week lead time
 - b. Some cost money
 - 5. Kurt has contact info for SAO (student activities) if anyone needs it
 - 6. Minimize number of car pools and plan everything two weeks in advance
- viii. Kurt knows how to plan events; talk to him if needed
- i. Vik
 - i. Will update website with minutes from this year and new GSO soon
 - ii. Office bios in there
 - iii. Need to update poster
 - 1. Will happen... eventually
 - iv. Need to finish brochure for symposium first
- j. Apurva
 - i. GERI was last Thursday and went well
 - 1. 34 kindergartners
 - 2. 7 grad students
 - 3. Organizers want us to come back
 - 4. Photos up on GSO shared drive
- k. Clayton
 - i. Haven't heard anything about next meeting
 - ii. Can see survey
 - iii. Cannot access responses on website
 - 1. Will try to fix it
- l. Anna

- i. Emailed food banks for available times
- 3. Jess will put everything on GSO shared drive rather than google drive
- 4. Attach the college of engineering mental health resources for monthly emails from GSO president
- 5. Mental health push
 - a. What are we going to do?
 - b. Maybe can ask everyone for mental health event ideas
 - c. Maybe a meditation event?
 - d. Come up with mental health events for next week
 - e. Can get people to come to social events
 - f. Difficult to get people to show up