

ISSA Meeting Minutes – October 10th @ 6:00 p.m.

In Attendance:

Morgan Paul, Naomi Richards, Catherine Gracey, Isabel Brechin, Hailey Wills, Robyn Smith, Toni, Beaton, Madeleine McGregor

Regards:

N/A

Proceedings:

1. Regular Business
 - a. Approve Minutes
 - i. **Motion:** Naomi moves to approve. Toni seconds. Unanimous. Motion carried.
2. Update from chairs
 - a. Academic Chair – Robyn
 - i. Not too much right now, next lunch & learn in the planning stage – will be completely virtual
 - b. Non-Academic Chair – Hailey
 - i. Walk – great turn out
 - ii. Next is ghost walk – still in planning stages – next week
 1. \$15 / ticket – citadel walk
 - iii. Book club
 - iv. Halloween – party or paint your own pumpkin
 1. On Tues Oct 31st – 1st years have mandatory class, IRM as well
 2. Food? – Robin: potlucks? They will be bringing their own pumpkins – ask people to bring their own dinner
 - c. EDIA & Special Projects Chair – Isabel
 - i. Approval from Kim – Paxton Romano (they/them) as the EDIA consultant – invited to next meeting
 - ii. Talking to Stacy about EDIA movie night – Stacy to send a list of movies - exciting
 - d. Finance – Cat
 - i. Constitution
 1. Madeleine to send a copy of the constitution
 - ii. E-Transfers
 1. People who are owed money from ISSA, please email in receipts
 - iii. Signing duty
 1. Naomi and Hailey to sign
 - e. Digital Publications – Toni

- i. IT – update server? Email sent
 - 1. Contacting IT to update web server
 - f. Communications – Madeleine
 - i. Nominations
 - 1. Will send out reminder email
 - g. Co-Chairs – Naomi & Morgan
 - i. Career day update
 - 1. Decided not to do a general resume section – MPA will have a resume workshop
 - 2. Colin to give workshop for LinkedIn
 - 3. Academic Library workshop
 - 4. Booking the room – email Kim
 - 5. Cabot – government job
 - 6. Archives – Madeleine will ask her contacts about archives job
- 3. Other business
 - a. N/A

Meeting Adjourned: 6:19 p.m.