

ISSA Meeting Minutes – November 21st @ 6:00 p.m.

In Attendance:

Naomi Richards, Catherine Gracey, Isabel Brechin, Hailey Wills, Robyn Smith, Toni Beaton, Madeleine McGregor, Rowan Moore, Taryn Neufeld, Megan Krempa, Timothy Howatt, Emma Hak-Kovacs

Regards:

Morgan Paul

Proceedings:

1. Round of introductions! Welcome incoming chairs!!
2. Regular Business
 - a. Approve Minutes
 - i. **Motion:** Naomi moves to approve. Isabel seconds. Unanimous. Motion carried.
3. Update from chairs
 - a. Academic Chair – Robyn / Megan
 - i. Lunch & Learns – dates to be determined – may have to bump some to next semester
 - b. Non-Academic Chair – Hailey / Taryn
 - i. Holiday party update
 1. Potluck – not allowed to have food in the sub; need temporary food
 2. Tuesday, Dec 6th – still waiting to hear back about hours
 3. \$5 / ticket – order \$200 worth of food – anticipating 40-50 people
 4. Plus 1's and RSVP – have an idea of how much food to order
 - ii. Looking into end of year party – tickets might have to be more
 - iii. Sat, Dec 2nd – holiday concert at Halifax Central – free event
 - iv. Naomi: book club – longer book (Night Circus) over the Christmas break; Hailey: will be discussed at next book club meeting
 - v. Possibly have potluck in common room as welcome back in January
 - c. EDIA & Special Projects Chair – Isabel / Rowan
 - i. Movie night – Friday before reading week – no one came...
 - ii. Another movie night before semester ends – action for Palestine
 1. Make sure everyone here is comfortable with it
 - a. Naomi: can we have a small content review of it and have trigger warnings in place
 - b. Rowan will help with content
 2. Documentary

- a. Related to surveillance and privacy
 - b. <https://www.youtube.com/watch?v=B1RNj8FXKqY>
 - iii. Another movie night! Dec 7th
- d. Finance – Cat / Timothy
 - i. Audit/quick budget review
 - 1. What we spent money on last year
 - 2. Documents can be found in teams files
 - ii. DAGS application
 - 1. Still waiting, waffle Wednesdays
 - a. Tim: will the waffle wednesday cover the whole term?
How many waffle wednesdays were done last year? Cat:
once a month event, money would cover for the whole year, usually linked to causes
 - iii. DSU application
 - 1. Tim has volunteered to write grant application – about \$500
 - 2. EDIA, end of year party, academic things
 - iv. Mystery E-transfer
 - 1. Donation of \$50 from an academic librarian
 - v. Budget/cost for end of the year (holiday) party
 - 1. \$5 tickets -> \$200 for food (appetizers); people have to buy own alcohol and own drinks
- e. Digital Publications – Toni / Emma
 - i. N/A
 - ii. Will make the posters and save the date for the holiday party
- f. Communications – Madeleine
 - i. N/A
- g. Co-Chairs – Naomi & Morgan
 - i. Send out slides from career days
 - 1. Finished career day sessions
 - 2. Slides from Colin’s session and Cabot’s session
 - ii. Mentorship program update
 - 1. Currently have 15 mentors, 9 mentees
 - 2. Will pass info along
 - 3. Plan to match people by the end of December
 - iii. Job Hunting Resources
 - 1. Putting together listservs to help people looking for jobs after graduation
 - a. ArchCan
 - b. NS Museums
 - iv. Internship/Job Application Day?

1. All sit down and everyone applies for jobs – supportive environment – for all years - casual
4. Other business
 - a. Another meeting before
 - i. In favour? 0. Opposed? 12 = no meeting
 - b. Winter meeting times?
 - i. Non-class times? Consider work schedules
 - ii. Toni make a doodle poll for availabilities

Meeting Adjourned: 6:49 p.m.