

ISSA Meeting Minutes – Sept 24

In Attendance:

Thea, Sadie, Jaime, Paige, Grace, Emma, Morgan

Regards:

Hannah, Zoe

Proceedings:

1. Regular Business

1. Approve previous meeting minutes – motioned by Thea, seconded by Jaime

2. Update from chairs

1. Academic Chair –

1. Program meeting in department meetings
 1. Orientation – numbers not super high
 1. Maybe better describe events in the future
 2. Feedback form is open after orientation
 3. Different channels for stuff in Teams
 1. Crafts
 4. Mentorship – partnered with ALA, create a form, update for students, running probably in oct, meetings biweekly
 5. Dean meeting with chair – not much to worry about
 1. Other than IWB using alumni channels to contact people
2. Upcoming
 1. Public librarians
 2. Health librarians
 3. Associations display connected them with many different librarians for other lunch and learns
3. Lunch and learn
 1. Phil's on Word formats happened

2. Non-Academic Chair –

1. Debrief about orientation
2. Upcoming events
 1. Spooky book club
 2. Hike – weekend in oct – probably in point pleasant – information sent on Monday
 3. Movie/ craft night – send out a vote on things. Probably very kitschy which we love. Maybe suggest more hardcore options? Mid to late oct

4. Fall event- gourd painting and cookies. separate from trick or treating event. Friday before Halloween (30th).
Look at dietary restrictions

3. EDIA & Community Chair –

4. Finance – budget!

1. Prelim budget shared
2. Lets approve it
3. Highlights
 1. Academic- 300\$ for timbits events and 50\$ for orientation event
 2. Orientation – 400\$ ish
 3. Fall event- 150\$
 4. Holiday - \$150
 5. Spring \$150
 6. Eod 300\$
 7. AGM - \$50
 8. Iwb donation of \$400
 9. Edia scholarship 300\$
 10. Apply for grant? – one in fall and one in winter. Give chairs a budget in advance
 11. \$150 for common room
 12. Total 2960\$
 13. Revenue - \$2300
4. So spend thoughtfully!!
5. Getting transactions approved- give them receipts please and details for what it was for. Preference for image instead of physical receipt
6. Doing the audit – from jan to august – just needs to be submitted.
7. Budget motioned by Thea seconded by Emma.

5. Digital Publications – done very little. Big task is upcoming – renewing the hosting for the website. Also Emma bought coffee! We love her

6. Communications – Planning elections for early October. Maybe people who applied and didn't get roles poked for edia.

7. Co-Chairs – Meeting with Phil and Alison.

1. Talked about ISSA blog- we should do more about it.. like substack. Should we do faculty? Integrating into one space. Thea will work with Alison and some chairs to work on this
 1. Should we do this on wordpress on the issa website?
2. Potentially a zine? A published collection

3. Fall plans

1. Faculty trick or treat – phil and alison said yes. Week long event instead of one hour and we have a scavenger hunt/ bingo/ something.
4. Orientation week went good!
5. Survey about barriers experienced in attending events for incoming students
6. Elections
7. Theas hair looks great!

3. Other business

1. Next Meeting: two weeks from now- Monday oct 5. Around 6:30. Online. Swap meeting
2. Knitting club next week Tuesday.