

## **Library and Archival Studies Student Association**

2015-2016 School Year Meeting # 04

**Date:** September 3, 2015

**Time:** 12:00 pm

**Location:** Trail Room, SLAIS

### **In attendance:**

Mystery Beck (MLIS Co-President)  
Cathryn Crocker (MAS Co-President)  
Kelly Rovegno (Treasurer)  
Maggie Hunter (Secretary)  
Nancy Shin (Communications)  
Colleen Pawliuh (Events Coordinator)

### **Regrets (Excused):**

Taylor Kenkel (Webmaster)  
Jacob Vangeest (MLIS Member-at-Large)  
Pascal Canucci (MLIS First Year Representative)  
Sarah Giesbrecht (Dual Member-at-Large)  
Alamir Novir (PhD Member-at-Large)  
Abeer Siddiqui (AMS Representative)  
David Gill (GSS Representative)

### **Absent:**

Meaghan Smith (MACL Member-at-Large)  
Christie Waltham (GSS Representative)

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## **Meeting called to order by Cathryn at 12:12 pm.**

### **1. Regrets**

### **2. Motion to approve minutes without amendments.**

Unanimously passed with no objections.

### **3. Reports**

#### **a. Treasury**

Kelly is still working on getting budget approval from AMS. She needs emails for LASSA club treasurers in order to pass on reimbursement information. Cathryn states she received a list of email addresses for last year's club presidents. Cathryn suggests emailing the LASSA listserv asking for contact information of the presidents. Kelly states that she can make a list of clubs who currently have accounts open and will forward that information to Cathryn.

#### **b. GSS**

Maggie attended the meeting on August 20 with David. Nothing directly pertinent to LASSA was discussed. This meeting did discuss recent events

surrounding the resignation of UBC President Gupta and actions taken by members of the Board of Governors. Cathryn attended a special meeting which further discussed the GSS position on these events.

**c. AMS**

No update presented at the time of the meeting.

**4. New Student Orientation**

Mystery states difficulties in booking a room for AMS. Kelly received email about who to contact to book rooms. She will forward it to Mystery. Cathryn states that there is a message that all AMS booking information will be passed along through OrgSync.

Mystery states that the intake for September will be 65 people. Details of the intake have been forwarded to Cathryn and Maggie. Amount of food and drink was discussed in order to accommodate the intake as well as those facilitating the event.

LASSA orientation is scheduled for 12:00 pm on September 8, 2015 as the SLAIS orientation ends at 11:30 am. It should last approximately 3 hours. Therefore, LASSA and club presentations should be kept short (3 minutes maximum per LASSA position and club respectively).

Plates, drinks, napkins, cups need to be bought (those in the kitchen may not have been restocked).

Cathryn email the club presidents and Taylor will be asked to contact others through social media once the room is booked. Nancy will also promote the orientation through the LASSA Twitter account she will set up later. Mystery will ask Miles to take photographs with Cathryn offering to be backup photographer. Cathryn will pick-up whiteboards for the photographs, we already have whiteboard markers.

Backup location for orientation is the SLAIS lounge. Nancy will confirm with SLAIS that this possible.

**5. Future Room Bookings**

Kelly states that Cathryn, Mystery, and she are the administrators of the LASSA account with OrgSync. During the meeting Nancy applied to be an officer on the account, which we believe will allow her to do future room bookings. Kelly has emailed the AMS and OrgSync organizers asking whether she can perform room bookings in the meantime.

**6. September Potluck**

There is debate as to the responsibility of LASSA in regards to this event as it was stated in the February 26, 2015 meeting that future potlucks are the responsibility of SLAIS. Maggie has emailed Connie for clarification on this. Also, none of the returning students were aware of this event at the time of the meeting.

**7. LASSA and Committee open positions**

Mystery notes that there are several open positions within LASSA. Vacant positions include MAS Member-at-Large, MAS First Year Representative, and the Faculty of Arts Representative. It is also noted that one of the GSS Representative positions will be vacated come October as David is away on co-op. Preferably the replacement

GSS Representative will be in the MLIS program.

Maggie notes that there are SLAIS committees that require student representation. Maggie and Cathryn will confer through email to determine how many vacancies there are. It is also suggested that these positions be promoted through the iSchool Digest weekly email, as LASSA does not have access to all student emails.

**8. Approval of Constitution by AMS**

Cathryn has not heard back from AMS about adding approval of the March 2015 LASSA Constitution to a future meeting agenda. She is following up on this.

**Meeting adjourned at 1:48 pm.**