**Library and Archival Studies Student Association Summer Meeting**

**Date:** Tuesday, September 12th, 2017

**Time:** 5:15 p.m.

**Place:** Trail Room

**In attendance:**

**Executive Officers**:

Stuart Hill (MAS Co-President)

Brooklyn Kemp (MLIS Co-President)

Yvette Rancourt (Treasurer)

Lucas Hill (Secretary)

Kate Cawthorn (Communications Officer)

Joella Allen (AMS Representative)

Lisa Zhu (GSS Representative)

Leïla Matte-Kaci (MACL Representative)

**Fellow Students:**

None

**Regrets (Excused):**

Sarah Hotson (Faculty of Arts Representative)

Casey Stepaniuk (Webmaster)

Danna Hofman (PhD Representative)

Peter Musser (GSS Representative)

Maddy Walter (MLIS Member-at-Large)

**Absent:**

**Last Meeting:** September 4th, 2017
**Minutes Approved:** Yes

**Called to Order: 5:10 p.m.**

1. **Executive Reports:**
	1. **Faculty of Arts Representative**
		1. N/A
	2. **GSS Representatives**
		1. GSS Meeting next Thursday. We may be losing the Loft in the NEST building, but it’s still up in the air.
		2. Will look into grants available to student clubs like MACL to host a conference.
	3. **AMS Representative**
		1. AMS Meeting September 13th. Counsellors are being appointed onto committees tomorrow, for things like Advocacy, Finance, Student Life, and the general public can be on these committees. Please, join if you are interested.
	4. **PhD Representative**
		1. N/A
	5. **MACL Representative**
		1. Laila will be going to Montreal for a month, and will be unavailable from September 19th to October 26th.
		2. MACL is hoping to host a conference on Children’s Literature, as they normally do every second year, and requests information for funding from LASSA and the GSS.
	6. **MLIS Member-at-Large**
		1. N/A
	7. **Webmaster**
		1. N/A
	8. **Events Coordinator**
		1. Sarah has met with Kate about upcoming events.
		2. $233.71 is the cost of the room booking for the Halloween Party for the Thea Koerner Lounge. Charges are for after hours opening, servers (at least one is required), tables, and audio equipment. Stuart will look into any ways we can cut costs.
	9. **Communications Officer**
		1. Please give any details for the LASSA Newsletter on Slack, so Kate has an easy go to place to go to.
		2. While our Twitter does not have a lot of followers, Kate is hoping to advertise it more to give out pertinent information.
	10. **Secretary**
		1. The ALA is having a Pub Day downtown on Friday, September 15th at around 3:30 in the afternoon.
	11. **Treasurer**
		1. Yvette sent a break down of the monetary transactions that need to be cleared up from last year’s executive. The Doctoral Student’s Association has not been given their $50/year since they were inaugurated in 2013, a total of $250. After documentation is provided, we can send that along. Many student clubs did also not get their yearly $50 last year, so most clubs got $100. Yvette is curious as to what clubs are still active in SLAIS.
		2. Any information pertaining to finances is available upon request to the public.
		3. Signed a memorandum for the donation of funds from the PLG to Mosaic.
		4. About $850 from last year, $2,200 student fees, and minus the LASSA Orientation costs, is what we have available to us.
	12. **President**
2. **Open LASSA Positions**

MAS 1st Year Rep

MLIS 1st Year Rep

MAS Member-at-Large

Dual Member-at-Large

Kate will advertise the open positions in the LASSA Newsletter and the Communication Board in SLAIS and Stuart will alert the MAS core.

Lucas will advertise at an MLIS class.

1. **Halloween Party** – Saturday, October 28th, 2017

**Costs**

$233.71 is the cost for the room booking at Thea Koerner room. We also need to get a BC Liquor License, which may cost upwards of $30. Certification for Serving It Right may cost upwards of $30.

Last year’s costs, include getting a GSS refund upwards of $250. Prizes may be upwards of $150. Alcohol last year was around $320. We anticipate spending more on alcohol, including getting kegs.

**Alcohol**

Kate and Laila are still hoping to get Serving It Right certification to serve alcohol. A call to the general student population should also serve well to find people who can serve alcohol. Kate will put out a call for more Serving it Right people and for a DJ, with the incentive of a $25 Gift Card.

A non-alcoholic punch can be made as well. People may not bring their own alcohol, as per the rules of BC Serving it Right. However, people are encouraged to bring their own food, though we will be providing food from Costco.

**Entertainment**

Board games will be provided.

The colouring table from last year will be repeated.

1. **Casual SLAIS Events**

Stormcrow Toonie Pub Night – Friday, October 6th, 2017

Kate will create a Google Doc/Facebook Event/**Show Pass**.

Board Games – Thursday, September 21st, 2017, at 12:01 p.m.

**Meeting Adjourned: 5:55 p.m.**

**Next meeting:** Tuesday, September 26th, 2017, at 5:15 p.m.

**Topics for Next Meeting:**

* + - 1. **Halloween Party**