

September 18, 2007-Business Meeting

Attendance: Matson, Katie, Chapin, Sam, Tim, Bill, Nicole, Jake, Drew, Mike, Colin, James, Adam, Rebecca, Brett, Dr. Jay Samuel

- Chair (Katie)
 - Fall Student Leadership Seminar (SLS)
 - Register by this Saturday so the registration fee is only \$30, otherwise it'll be \$50
 - You must be an ASME member to attend the conference
 - This week the planning committee meeting will be right after the BM today
 - Otherwise the meetings will be on Tuesday mornings at 9:00am at the office
 - Career Fair
 - Please remember to hand out Resume CDs
- Secretary (Nicole)
 - Just recently organized the office, if you need any supplies just let me know
- Treasurer (Chapin)
 - Handed out procedure for using SLC or Associated Bank Accounts
 - Email Katie and Chapin before spending any money
 - At least 1 day advance notice
 - Need Chapin's approval before using SLC account
 - Start thinking if you'll need drivers authorizations for any events
- Banquet (Adam)
 - New Member Initiation Banquet
 - We still need a speaker for dinner
 - Next Thursday, 7:00pm
 - Union South, to find room check out Today in the Union
 - For new members, but is open to all members
- Vice Chair (Matson)
 - Computer Files
 - Files have been reorganized
 - Every chair has their own folder
 - Career Fair
 - Don't forget to sign up to volunteer
- Outreach (Rebecca)
 - High School Day on Campus
 - Late November/early December – exact date tbd
 - Need a professor to give presentation/speech

- All day Friday we'll need volunteers (keep your schedules open)
 - Check email for upcoming outreach events
- Polygon Representative (Tim)
 - Homecoming
 - Theme is "Where in the world is Bucky?"
 - Start thinking of float idea
 - We'll be teaming up with SWE