

BMES Officers' Meeting

22 August 2007

5:00 – 5:15 pm

In Attendance: Alex Bailey, Caitlin Burke, Ankit Tejani, Jason Yang, Matt Eames, Brian Schmidt, Christina McCaffrey

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Ankit had calendars of upcoming events for the board to review

- a) Looks great, nice work
- b) We should add:
  - a. AHA heart-talk
  - b. Other university activities (make this calendar an indispensable resource for all UVa activities)
  - c. Add 5 top conferences that we would like to send more members to and due-dates for application of travel award
  - d. Concern that the resume workshop was too late in the year, maybe move to occur earlier?
- c) Post this calendar on the website and add links to more detail from the calendar (google calendars)

Breakroom update:

- a) Ready to go! It has been moved to the first floor instrumentation room
- b) Usually, we spend \$300 and profit about \$150
- c) Theft can be a problem, how to address?
- d) We can re-stock every 6-8 weeks, so this is a viable source of income
- e) Point-person? We need to re-stock ASAP!

Budge updates:

- a) We have \$2150 left over from last year
- b) Still haven't received UVa funding, expect another \$300 at most
- c) T-shirt sales profit margins: ~\$800 potential profit
- d) Coupon books: usually make ~\$200
- e) Membership dues: expect another ~\$1300
- f) We are in good shape!

Vending fundraiser?

- a) Ankit is point-person and will get more information
  - a. Can we schedule participation on a rolling basis?
  - b. We are interested and want to schedule one "pilot" event for October
  - c. BMES board will man if necessary
- b) Gauge interest at the general body meeting, should we do more games?
- c) Soccer games are best option - easier and less time commitment

We need point-persons for each planned event, start thinking about this!

## Upcoming obligations

- a) We are responsible for the drinks at the picnic
- b) Also responsible for grill food and drinks at orientation picnic
- c) We need to set a max budget for this! Vote next meeting (Ankit crunching numbers in the meantime)
- d) Polo match - Caitlin is still investigating
- e) Fill out calendar and begin drumming up support for our first meeting
- f) Talk to Caitlin or Ankit if you want to help out with the new-student orientation
- g) Start filling in details on general body meetings, we need to get as many details about them out ASAP! (ex. who is going to talk? Expanded description of topics, etc)