MESSA Minutes for April 3, 2014

1) Annual allocation/funding/divisional meetings - Sarah is training with RSO and drawing up a budget - Sarah and Michael are meeting with our advisor - There is a budget workshop on Monday, April 21st that everyone is welcomed to attend - Our general budget is due that following Friday, April 25th so are there any ideas for projects that will need funding?
- Funding from Humanities for this quarter is pretty much completed by Andy; we are requesting funding for social events such as pub night - The CMES Humanities budget request is due tomorrow, April 4th by 5:00 PM - Andy will be requesting funding for Prospective Student Day - We have no word about funding from Social Sciences → Gwen will meet with David and learn more about any upcoming meetings with the Social Sciences

2) Website/publicity
- Alex and Rachiny will work on the MESSA website, but Alex will be primarily in charge of the website - Rachiny ad Alex will meet with Brittney about maintaining and updating the website

3) T-Shirts
- We are going to wait until the next academic year in the fall to order CMES t-shirts, either through requested funding or having people pay upfront - Maybe order business cards at the same time?

4) Prospective Student Day
- We are responsible for:
  1:30 PM Prospective student Q&A with Walker and Barnes in Pick 218
  2:15 PM Campus and Hyde Park tour until 3:00 PM
  5:30 PM Reception in the Pick Hall Lounge (optional)
  7:30 PM MESSA Social at Alex’s apartment
  --> don’t forget to pick up some mixers!
- Rachiny needs to send out an email to see who would like to host people overnight and/or lead the campus tour

5) MEHAT/lamb roast: May 2-3
- Sarah and Michael will be taking the lead on the lamb roast - The lamb is probably from al-bawādi - Soon, we will need to send out a call for volunteers for MEHAT

6) Festival of Nations on May 18th from 2:00-5:00 PM - I-House is looking for small groups of RSO for craft tables - I-House is willing to give us $50 for supplies

7) Creations of guidelines for requesting funds for conferences

8) Constitution
- We are waiting for Orry to send us a copy of the newly update constitution

9) Meeting times
- Until MEHAT, we will meet every other week on Thursday at 6 PM, unless otherwise noted