

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 and 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