Meeting attendees: Jen, Andy, Kim, Mike, Lexi, Jessica, Julia, Victoria, Gaby

BWW Fundraiser

- 6PM-11PM on Monday February 17th
- Jessica will provide further updates on percentage of profits

1st General Meeting (Lexi will make Facebook Event)

- Thursday February 20th at 6:00PM
- Agenda: Introductions, announcements, dues, upcoming events, HFES future plans, feedback link on website
- Pizza (Tori will pick up at 5:45)
- Team building games (headbands)

Spring Party

- Mardi Gras Theme
- TBA time and location

There will be no events over the summer

The next guest speaker is still TBA

Happy Hour Events

- 1 per month, each on a different day of the week

1st Year Orientation

- Pizza will be provided
- Need to start discussing prospective student visits at next meeting

1st years social event

Bowling

National Ergonomics Month

- Video games throwback event
- Also need a plan B
Held in the Dean’s Library

Tours:
- Kimberly and Jen will talk to NASA
- Orlando Airport still an option

Other Ideas:
- Set money aside for the Halloween Party in the budget

HFES Social Planning
- Contact Design Interactive for sponsorship
- Create and email the template for fundraising

Fundraising
- Contact advisers to donate books
- Gaby’s Lobby Posters
- Need volunteers to sit with the posters as well as mason jars for collecting money
- Mike will make flyers for this event
- Several “questions” are available to begin with
- Officers are encouraged to think of other ideas to bring to future meetings

Assignments/division of labor
- Events timeline will be created in order to stay on top of events and planning
- Jen will be creating leads and committees for all of the planned events ASAP
- HFES Social event will be worked on by all officers

Upcoming
- Budget meeting: Feb 9, 3:00 at Lexi’s
- Happy Hour Fundraiser 1: Feb 17, 6-11, @ BWW (in Waterford Lakes)
- 1st General Meeting: Feb 20
- Officer Meeting 3: Feb 25