Agenda for HFES Officers’ Meeting – September 24th

Time: 9am
Location: HF Lounge
Officers present: Gaby, Sarah, Jenn, Mike, Theresa, Kim, Daphne

1. Must schedule this semester’s General Meeting
   a. Send out Doodle to see available October 5th – 9th
   b. Will be at 6pm
   c. Will book Room 301Q

2. SCHFES Event
   a. November X, 6pm (cannot do 11th or 19th)
   b. Mouloua, Bohil, Szalma have confirmed that they are all on board
   c. Bohil requested no Thursdays

3. NEM Expo
   a. October 6th - 9th
   b. Julian approved the signs for use around the building

4. HFES
   a. Materials turned into Prapti on Wednesday 9/23
   b. Social
      i. Funds total (thurs far): $1633
         1. IST ($1,000)
         2. Usability Associates ($250)
         3. Design Interactive ($250)
         4. Us ($133)
   c. HFES Second call for up to $200 additional funding
      i. Apply for October 1st
   d. Modified budget due to National Chapter
      i. Due a week from today
   e. Venue progress?
      i. Will contact this weekend
   f. Dolores
      i. Do more recruiting at HFES?
      ii. We have glossy promotional materials, brochures
      iii. She can help us print out a banner
      iii. Contact Haydee Cuevas
         1. Mentor/mentee lunch

5. Guest Speakers
   a. FAO Committee Meeting
      i. 9/22 @ 4:30pm in SU 214
      ii. Passed unanimously
      iii. Meet with SGA accountant after today
   b. Spring: TBD
      i. SGA bill for $50

6. Outreach: UCF STEM Day
   a. November 6th 2015
   b. Mike will draft up the application
   c. Kim – said Clinical is interested; still yet to hear from I/O
   d. Same day as AEHF Open House

7. Halloween Party
   a. Date: November 6th or 7th
   b. Venue
      i. Discuss w/ first years
      ii. Can host at Pooja/Dawn’s place if no one else can host
      iii. Billy can host!
i. Discuss w/ first years
ii. Can host at Pooja/Dawn’s place if no one else can host
iii. Billy can host!

8. Any other business
   a. Waiting to hear back regarding Jen’s Jenga