

HFES Officers' Meeting Minutes – January 26, 2014

Location: Bar Louie

Time: 5:30pm

Officers present: Gaby, Theresa, Sarah, Mike, Jenn, Kim, Daphne

1. Follow Ups
 - a. Organizations to Update
 - UCF Office of Student Involvement
 - Submitted
 - RSO Newsletter
 - Events, involvement opportunities
 - Thursday, Feb. 5, 12PM
 - National Chapter
 - Middle initials required
 - Number of faculty
 - *Decided on 10 HFES faculty members*
 - Website
 - Bank
 - Gaby, Mike & Dr. Szalma
 - b. Financial Training
 - i. Trouble registering? *No trouble.*
 - ii. Completed. *Gaby, Mike, and Jenn have completed the training*
 - c. Thank You Cards
2. Budget
 - a. Draft Email Regarding Dues
 - Reviewed by officers. Everything looks A-OK.*
 - b. Meeting is Wednesday (1/28 @ 9AM)
3. HFES Social Event
 - a. Tuesday, October 27th, 7PM
 - b. Sarah will look for venues
 - i. *Things to consider: Do we need to rent out the room? Is it within walking distance?*
 - c. Funds (see sheet)
 - i. February 1st
 - ii. *As mentioned in the last meeting, the list of potential donors to contact will be divided amongst four people.*
 - iii. *Gaby and Kim will meet with Dr. Shumaker.*
 - iv. *"Icebreaker" email to potential donors will be uploaded onto Dropbox.*
 - v. *Ideally, we will have funds by the end of the semester / beginning of the summer*
4. Other Events
 - a. Guest Speakers (*possibly one in the Spring semester*)
 - i. Ideas from Students & Faculty – *Misa will be in charge of this*
 - ii. Form for SGA Funding
 - iii. Again, meetings schedule
 - b. Spring Social
 - i. Theme – *possibly a "decade" theme (e.g., 1920's social)*
 - c. Spring General Meeting (2/23, 6PM)

