Officer’s Meeting 3/17/2012 Meeting

- Welcome Karen as new treasurer
  - Get Karen added with RSO/SIO

- Great update to divide calendar by last semester and this semester
  - Pictures from Veterans’ Day are posted! (Add to FB page - DONE!)
  - Add Veterans’ Day Ribbon event to last terms calendar (DONE!)
- We have been getting quite a few Intern/Job opportunity requests
  - Jessica to now email them and post to FB

-SFB request date for Jan 25 for after Feb 28 events (Karen and Jessica to work on. Second SFB due date Feb 8)

Upcoming Events-

-February
  - Engineers Week Feb 18-23
    http://volgenau.gmu.edu/events/national_engineers_week/index.php
    Student Org Fair Feb 18 Atrium 1-4pm
    Update trifold with Photos prior (wear T-shirts, distribute cards - Put on cards information for March Happy Hour)
  - NOVA outreach
    Matt to make arrangements/contacts

-March
  - War Movie day by History Department
  - Jessica to contact heads and ask if we can participate/cross promote
  - Happy Hour/Nominations at Hard Times Fairfax
    - Jessica to Contact about reservation and Fundraising opportunity
      (SFB request needed and Food and Beverage Form)

-April
  - Election/ Major Meeting / Next year and Summer event planning
    - SFB request for refreshments and Room Request needed
      -(early in month as SFB request for Summer - Sept is due by Apr 19 - good transition/planning event for incoming and outgoing officers!)
  - BBQ Burke Lake April 13th 1:00pm
    - Reserve Shelter and SFB money ($350)

-May
  - Multiple Veteran Organization BBQ
    - contact other organizations

-Hiking
  - AFTER Finals

Other Items:

Corporate Funding

- contact business relations office
-set up scholarships

Talk to Hard Times about fundraising night (create SGR), distribute flyers for event.

use SGR (self-generated Revenue) for revamping Tshirts, website, purchasing ribbon for Veterans Day

Mason Transfer Orientation

-contact Caitlin to see if we can participate, offer mentoring services

Tasks:

Karen -

Fiscal Management 101 - done!

Student Funding Board request (for Meeting refreshments/ BBQ/ Dress for Success /Happy Hour)

Look into information for Dress for Success

Provide bio to Matt for website

Harry -

Update tri-fold poster prior to Engineer's Week

Update FB with pictures - done!

Jessica -

Contact Hard Times to schedule Happy Hour/ Fundraising

Reserve Burke Lake for April 13th

Contact Business Relations Office

Contact Caitlin about Mason Transfer Orientation

Contact History Department about War Movies showing

Job postings to FB

Email/FB request for volunteers to all members for Engineers Week
Matt -

Contact NOVA about Outreach

Look into volunteer opportunities

Update Website

Put up Karen's Bio

Other -

Look into information about National Tickets for Military Day and Sunset Parade (USMC Silent Drill team)