



Music Education Undergraduate Students' Association

Executive Council Meeting
Montreal, QC

Meeting Minutes - [Date]

Members Present: Blake, Troy, Remi, Camille, Andrew, Jeanne, Raphael, Chris, Ben, Liane, Liz

Regrets:

Absent:

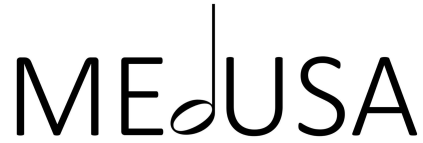
1. **Call to Order at:** motioned by VP Finance, seconded by VP Social
2. **Approval of Previous Minutes:** Motioned by , seconded by
3. **President Report:**
 - a. **Welcome to new members!**
 - b. **Look at roles in constitution**
 - i. <https://drive.google.com/file/d/1KJBY1QOGG9iqac5m2rjb3XpQBFGIonS6/view>
 - c. **Exit reports, letterheads, email signatures**
 - i. **Emails needed: Finance, external (TBD)**
 - d. **Elections/Appointments**
 - i. **Appointed: Liane and Liz!**
 - e. **Council google calendar - linked to website**
 - f. **Building director - keys**
 - i. **Everyone is getting keys**
 - ii. *****Do not pass keys to succeeding person, always go through the building director*****
 - g. **Google Drive - archive, personal folders, email lists:**
<https://drive.google.com/drive/folders/1mQy59DBvad4tF6U3ehbyqz6cCnSKYR8B?usp=sharing>
 - h. **Meeting time going forward (A-607)**
 - i. **Attendance expectations, deadlines, etc.**
 - i. **Goal of bringing 1-2 other people to events!**
 - ii. **Attendees must be double vaxxed, will be checking at events**



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- iii. **vaccination@muhc.mcgill.ca**
 - j. **Reach out to EdUS/MUSA if you haven't already**
 - i. **Solidifying collaboration with other councils**
 - k. **Semester proposals**
 - i. **2 workshops per semester + 1 social event**
- 4. VP Finance Report:**
- a. **Cash box (acquired)**
 - b. **Allocations**
 - c. **Budget**
 - d. **Reimbursements**
 - i. **Google form for reimbursements**
 - 1. **Include receipts**
- 5. VP Academic Report:**
- a. **Lara Franco education career advisor**
 - i. **career.education@mcgill.ca**
 - b. *Emailed my involvement and updated image*
 - c. *Working on election (finishing touches)*
 - d. *CCR for workshops we hold*
- 6. VP Professional Development Report:**
- a. Semester proposal is added to our folder in drive
 - i. Improvisation workshop miniseries
 - ii. Teaching popular music styles
 - iii. Instrumental conducting?
 - b. Budget - clarify honorarium (\$125/hr?)
 - c. Pizza as bribes for workshops?
 - d. Unsure about QBA still
 - e. We will make banners for advertising the workshops
 - f. Email EdUS/MUSA reps by Monday
 - i. **academic.musa@mail.mcgill.ca**
 - ii. **academic.edus@mail.mcgill.ca**
- 7. VP Social Report:**



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- a. **In the next month host a welcome event**
 - i. **Dates, location?**
 - b. *VP student wellness and equity on EDUS and MUSA*

- 8. VP External Report:**
 - a. **Split up liaise roles**
 - b. **EDUS google drive**
 - c. **Charity/fundraising initiative**
 - i. **Check constitution for contacts**

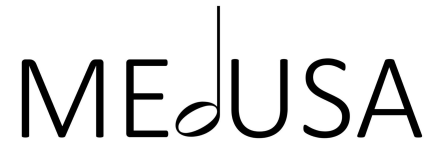
- 9. VP Communications Report:**
 - a. **Follow up!!!!**
 - b. **Introduce new members**
 - c. **Update website with current council**
 - d. **Copy paste old council into archive**
 - e. **REMINDER: Look nice for group photos**

- 10. First Year Representative Report**
 - a. **Email list of 1st years**
 - b. **FB 1st year GC**
 - c. **Contact 1st year ed reps**

- 11. B.Ed Music (Advanced Standing) Representative Report:**

- 12. Minor in Music Education Representative Report:**
 - a. **Email list**
 - b. **FB group chat**
 - c. **Get creative!**

- 13. Next meeting date on:**
 - a. **Tuesdays bi-weekly @ 7 for the semester**
 - b. **Next meeting on the 28th of September at 7PM**
 - c. **2 a week on Snack rotation**
 - i. **\$5 a person**
 - ii. **Dietary restrictions**
 1. **Vegetarian**
 2. **Red meat poultry**
 3. **Lactose free**



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14. Adjournment at: Motioned by , seconded by