CAPSI MEETING

February 3rd, 2017

UBC Pharmaceutical Sciences, Room 3116

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Senior Rep** | Stephanie Song | ✓ | **IT Officer** | Margaret Lu | ✓ |
| **Junior Rep** | Jerold Chu | ✓ | **Community Education Coordinator** | Willie Bao | ✓ |
| Faculty Co-Advisors | Paulo T. Chen  Dr K. Seto | -  - | **CAPSIL Editor** | Anik Muhuri | ✓ |
| **Secretary** | Dorothy Lau | ✓ | **IPSF Liaison/Rep** | Henry Gong | ✓ |
| **Treasurer** | Kevin Chu |  | **4**th year rep | Viktor Kalashnikov |  |
| **Vice-Treasurer** | Michelle Yeung | ✓ | Yolanda Lin |  |
| **Sponsorship Coordinator** | Louise Lau | ✓ | **3**rd year rep | Michael Ni | ✓ |
| **PDW Fundraiser** | Annie Wu |  | **2**nd year rep | Monique Theriault | ✓ |
| **CAPSI Fundraiser** | Lucy Zhang | ✓ | **1**st year rep | Ada Mew | ✓ |
|  |  |  | **CSHP Representative** | --- | - |

1. Call to order (\_\_)
2. Standing Business
   1. Motion to adopt the minutes from January 27th, 2017 motioned by A. Muhuri seconded by A. Mew.
3. New Business
   1. Elections Recap (S. Song, J. Chu)
   2. By-Elections (S. Song, J. Chu)
      1. Year Reps to make posts on fb groups and class announcements on bi-elections for the IT, Sponsorship and 4th year rep positions next week.
   3. Turnover Documents (S. Song)
      1. Most people have sent their turnover documents to Steph already. Please send your turnover document if you haven’t done so.
   4. PAM Updates (J. Chu)

Roundtable

|  |  |
| --- | --- |
| Position | Update/Announcements |
| Sr. Rep |  |
| Jr. Rep |  |
| Treasurer |  |
| Vice-Treasurer |  |
| Secretary |  |
| Sponsorship |  |
| 1st year Rep |  |
| 2nd year Rep |  |
| 3rd year Rep |  |
| 4th year Rep |  |
| IPSF Liaison |  |
| Comm. Ed. Coord. |  |
| CAPSIL editor |  |
| IT Officer |  |
| Fundraiser |  |
| PDW Fundraiser |  |

* 1. Deposits
  2. **Reimbursement**
  3. Amendments
  4. Payments

1. Adjournment at 12:59PM motioned by M. Theriault and seconded by H. Gong.