**CAPSI MEETING**

**November 30th, 2012**

**PHRM 3116, UBC**

\_\_\_ = Important dates

\_\_\_ = new ideas  
\_\_\_ = requires action from someone

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| **Senior Rep** | Amy Le | **** | **IT Officer** | Stephanie Ho | **** |
| **Junior Rep** | Stephen Huynh | **** | **4th year rep** | Irfan Rajani  (Term 1)  Charles Yu  (Term 2) | **-**  **-** |
| Faculty Co-Advisors | Paulo Tchen  Dr K. Seto | **-**  **-** | **3rd year rep** | Shaylee Peterson | **** |
| **Secretary** | Leanne Leung | **** | **2nd year rep** | Lisa Lix | **** |
| **Treasurer** | Vivien Hu | **** | **1st year rep** | Kathy Sheng | **** |
| **Community Ed. Coord** | Puneet Vashisht | **** |  |  |  |
| **CAPSIL Editor** | Katie Milbers | **** | **CSHP Mem. Coord** | Eric Wong  Yoshi Ito | **-**  **** |
| **PDW Fundraiser** | Alex Mehta | **** | **National Council** |  |  |
| **Fundraiser** | Lily Liang | **** | **VP Education** | Nader | **-** |
| **IPSF Liaison** | Jessica Tran | **** |  |  |  |

1. **Call to order (5:15PM).**

1. **Standing Business**
   1. Motion to adopt the minutes from November 23rd, 2012.  
      Motioned by: P.Vashisht. Seconded by: L.Lix. All in favor. Motion passed.
2. **New Business**
   1. Mr. Pharmacist Pageant Wrap-Up (L. Liang)

* charges on for the SUB Ballroom rental needs to be clarified with Ricardo (V.Hu), motion to deposit profits from Mr. Pharmacist will be put on hold until charges are clarified
* 112 people came and a total revenue/profit of $680.00 was made
* considered to be a low turnout, possibly because the date is close to exam time
* the judges really enjoyed the event and had a lot of fun
* L.Liang would like to set up a Thank You event right after winter exams or just before school starts

FEEDBACK and IDEAS for Mr. Pharmacist 2013

* the current cost of the SUB Ballroom security deposit should be divided among Kappa Psi and CAPSI, someone needs to speak with Laura to see if AMS mentioned to her about the liquor license and additional charges that would be added
  + the security deposit was made non-refundable and amounted to $650
  + the planning committee was not aware that these charges will be incurred and it does not seem like Kappa Psi did either; further discussion with Kappa Psi would be needed
* speak with Vincent or Rebecca to inquire if PhUS had to pay additional charges for the liquor licensing/security for Skits Night
* move the date for Mr. Pharmacist to between the end of October and early/mid-November after CAPSI competitions but before Gala
* may consider moving the date for Mr. Pharmacist to the Spring time, but this may short notice for the incoming CAPSI Fundraiser to plan the event, and to find sponsors
  + may consider extending the Fundraising Representative’s term for an extra term
* Using the SUB Ballroom as a venue was a good idea, but may need to have better communication with the security
* get Mr. Pharmacist candidates signed up earlier, but it was a bit difficult to get candidates because they did not know what to expect
* Kappa Psi would like to maintain the joint collaboration
* Fundraising bake sale by first years was very successful, they made ~$100.00
* CiTR Radio Station would be able to offer a DJ (as sponsorship) if Andrew is not available to DJ next year; give Andrew a giftcard or a thank-you card for his services at Mr. Pharmacist 2012
* UBC Medical Honour Society is interested in changing Mr. Pharmacist to Mr. Health and have the event be a collaboration of more than 3 health faculties – UBC Medical Honour Society propose that they will only be providing contestants but not really helping with the organization
  + perhaps have a Mr. Health committee and have one representative from each health faculty
* suggestion for Miss Pharmacist, perhaps send out a survey to see what the interest is like?
  1. Meeting day and time next term (A. Le)
* Fridays at 12pm onwards, PHRM 3116
  1. PDW 2013 Fundraising Committee Breakdown and distribution of funds (A. Mehta)
* A.Mehta will look over the minutes to confirm the total funds raised and will cc S. Huynh, A.Le, and V. Hu the final distribution of funds
* all funds will be distributed evenly to only the individuals who are actually going – reimbursement should be given based on the amount of the time volunteers have put in
  + worked out to be about $11.83/hr/person
* distribution of funds must be finalized by January 2013
  1. PDW 2014 Update (L. Lisa)
* David Granier, motivational speaker and standup comedian for mental health agency, has been added as a speaker for the delegates attending PDW 2014
* there will be a standup show for the delegates at the annual PDW social night
* promotional video for PDW 2014 has been filmed and will be released in January 2013 after PDW 2013 - the promotional video will debut at PDW 2013
* PDW 2014 Committee will be established some time next year (2013)
  1. CAPSI Membership and PDW 2014 promotion (A. Le)
* CAPSI Membership drive will happen in January 2013 after PDW, perhaps another ice cream social that is more interactive
* a system must be put in place to determine how existing members will have a slight advantage over non-members in registering for PDW Vancouver 2014
* CAPSI Council members may start advising non-members that they will have to pay for membership this academic year to have an “increased” chance in attending PDW 2014 over individuals who sign up in 2013
  1. Roundtable

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| **Position** | **Update/Announcements** |
| Sr. Rep | NTR |
| Jr. Rep | Interclub: met on Monday – talked about Clubs Fund, $1500   * drafting a proposal as to how to split up the Clubs Fund: criteria for financial need, how to submit a claim * proposal will be worked on and finalized over the winter break |
| Treasurer | NTR |
| Secretary | NTR |
| 1st year Rep | NTR |
| 2nd year Rep | NTR |
| 3rd year Rep | NTR |
| 4th year Rep | n/a |
| IPSF Liaison | NTR |
| Comm. Ed. Coord. | Operation Handwash at Second Street Elementary School   * Operation Handwash went well, demonstrated the importance of proper handwashing to kindergarten students * saw classes with 13+ kids * P. Vashisht has some photos for updates on the CAPSI webpage? |
| CAPSIL editor | * would like to send out a newsletter CAPSI members to wish them Merry Christmas or Happy Holidays |
| IT Officer | NTR |
| Fundraiser | NTR |
| PDW Fundraiser | NTR |
| CSHP Liaison | NTR |

* 1. Deposits  
     Motion to deposit $805.75 as sales from the Mr. Pharmacist Pageant.   
     Motion to deposit $100 as payment for the CAPSI Membership fee (one new first year member and balance from previous membership fee).   
     Motioned by: S.Huynh. Seconded by: L.Lix. All in favor. Motion passed.
  2. Reimbursements  
     Motion to reimburse Amy Le $20.11 for purchasing napkins, plates and printing certificates for the CAPSI AGM and Awards Ceremony.   
     Motion to reimburse Wendy Luong $9.82 for purchasing Mr Pharmacist decorations  
     Motion to reimburse Lily Liang $42.38 for purchasing gift cards for judges and printing costs for Mr Pharmacist.   
     Motioned by: K.Milbers. Seconded by: S.Huynh. All in favor. Motion passed.
  3. Amendments

1. **Adjournment (6:16PM)**Motioned by: L.Liang. Seconded by: A.Mehta. All in favor. Motion passed.