CAPSI MEETING

January 22nd, 2016

PHRM 3116, UBC

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Senior Rep** | Kevin Sin | **** | **IT Officer** | Genie Cheung | **** |
| **Junior Rep** | Stephanie Song | **** | **4**th year rep | Moh Kazem |  |
| **Faculty Co-Advisors** | Paulo Tchen  Dr K. Seto | **-**  - | **3**rd year rep | Ruthdol Ywaya | **** |
| **Secretary** | Louise Lau | **** | **2**nd year rep | - |  |
| **Treasurer** | Kevin Chu | **** | **1**st year rep | Margaret Lu |  |
| **Community Ed. Coordr** | Dwayne S. da Silva |  |  |  |  |
| **CAPSIL Editor** | Maci Wong |  | **CSHP Mem. Coord** | Jackson Stewart |  |
| **PDW Fundraiser** | Michelle Yeung |  |  |  |  |
| **Fundraiser** | Yolanda Lin | **** |  |  |  |
| **IPSF Liaison** | Benny Sio |  |  |  |  |

1. Call to order (12:04pm)

1. Standing Business
   1. Motion to adopt the meeting minutes from January 15th, 2016 motioned by M. Yeung and seconded by G. Cheung.
2. New Business
   1. PAM Updates (S. Song)
      * 1. Approximated $2500 budget to purchase small goodies to give out during PAM
        2. Tentative outline of the main events for the month will be as follows:
           1. 1st week - opening events such as talent shows hosted in the NEST.
           2. 2nd week - pie event opened to everyone (non-faculty members, high school student )
           3. 3rd week -CHSP symposium
           4. 4th week - CAPSI symposium
        3. PAM executive positions will be opening up. Most positions will be reserved for people in the clubs.
   2. Turnover Documents (K. Sin and S. Song)
      * 1. Council members should prepare their turnover documents for the incoming council.
   3. Turnover Dinner (K. Chu)
      * 1. The turnover dinner date will be determined after the incoming council has been decided.
   4. Upcoming Elections (K. Sin and S. Song)
      * 1. Louise will be responsible for running the election. All members are asked to be present and to prepare 2 questions to ask their candidates. If members cannot make it, please pass off the 2 questions to a council member who is attending.
        2. If positions are still opened after the election, a bi-election will be held during the following week.

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

* 1. Deposits
  2. Reimbursement motioned by R. Ywaya and seconded by G. Cheung and abstained by S. Song and M. Yeung.
     1. Motion to reimburse $68.06 to M. Yeung for magnets (lost receipt).
     2. Motion to reimburse $715.50 to S. Song for PDW 2016 expenses as Jr. Representative Delegate.
     3. Motion to reimburse $106.60 to S. Song for CSHP-BC Annual General Meeting 2015.
     4. Motion to reimburse $230.00 to S. Song for UBC Compounding Competition 2015 supplies (lost receipt).
  3. Amendments
  4. Payments

1. Adjournment (12:30) motioned by M. Yeung seconded by R. Ywaya.