

**CAPSI Meeting
October 18, 2019
UBC Pharmaceutical Sciences Building – Room 3116**

Senior Representative	Katie Bishop	Y	IT Officer	Isabella Di Trocchio	Y
Junior Representative	Winnie Bao	L	Community Education Coordinator	Alyssa Chen	Y
Secretary	Tracy Liu	R	IPSF Liaisons	Nicole Ma	L
				Celine Jeon	Y
Treasurer	Mary Shen	Y	4th Year Representatives	Stuart Knight	R
Vice-Treasurer	Louise Araújo	Y	3rd Year Representative	Brittany Buffone	Y
Sponsorship Coordinator	Riaaz Lalani	R	2nd Year Representative	Jenny Chen	Y
Fundraiser	Kate MacCuspig	Y	1st Year Representative	Val Carvalho	R
	Claire Wang	R		Hae Reen Kim	Y
Advocacy	Nicholas Sosulski	L	Faculty Advisors	Dr. Kathy Seto	-
				Paulo Tchen	Y

P – Present, A – Absent, R – Regrets, L – Late

1. Call to order at 12:02 PM motioned by B.Buffone seconded by J.Chen

2. Standing Business

Motion to adopt the minutes from October 4, 2019 motioned B.Buffone seconded by C.Jeon

3. New Business

3.1. Possible membership fee increase (W. Bao)

3.1.1. Continued on from last week's meeting (see minutes from October 4 2019)

3.1.2. Proposed: First Year price stay the same \$80, Second Year \$62, Third Year \$43, Fourth Year \$25

3.1.3. Ideas: May need to increase the price more? Round up to the nearest \$5? Increase First year price to \$85 and keep other year pricing the same? Every two year payment?

3.1.4. To motion at the AGM: Increase each year's membership by \$5

3.2. Feedback Form (W.Bao)

3.2.1. Anonymous form to fill out whenever you can, it is a continuous form

3.2.2. Need any help for your projects? Guidance?

3.2.3. If anyone needs any help, reach out to Winnie (messenger, email, text, in person)

3.2.3.1. Best to have conversations earlier than later

3.3. Volunteers for coat check at Gala (K.MacCuspig)

3.3.1. Is anyone going to gala that is willing to help for coat check (near the beginning 5:30 - 6:30 or 7, and at the end around 11pm-1am)

3.3.2. Kate, Claire and one more committee member

3.3.3. Tickets are ready, \$2 per coat (hang it up on the hanger and give them the tickets)

3.3.4. Last year got volunteers from CAPSI general members, can do the same this year

3.3.4.1. **ACTION:** can make a shout out for volunteers on one of the pages

3.4. Fuelled by Feeling Event (K. Bishop)

3.4.1. New event this year: Health and Wellness for personal training and group style work-outs & workshops

3.4.1.1. Planned for November 15th (waiting on booking confirmations)

3.4.1.2. Students charge \$5 for 60 minute session: first half work out and second half work-shop on how movements are important for well being

Roundtable

Position	Update/Announcements
Senior Representative	NTR
Junior Representative	T-shirt design contest is on -ACTION: please promote this to each year -deadline is beginning of November -If no interest in the first few weeks, consider adding the gift card prize (can talk about this at the next weeking) Award of Professionalism -Once the submission deadline ends, the year reps can help with the grading
Secretary	NTR
Treasurer	Godaddy needs payment to re-update CAPSI site -The credit card saved is not valid, AMS card from last year has been returned -Will have to pay first, and fill out a reimbursement
Vice-Treasurer	NTR
Sponsorship Coordinator	NTR
Fundraising	Trying to sell roses, thanks everyone that promoted to the pages -if we don't sell enough, thinking of buying them anyways and selling it at the event
IT Officer	@capsi email domain issue -on gmail account, we also have an @capsi account -If you tried to send emails via @capsi account it won't send and get error message back -for now send emails on gmail account -can still receive emails from the accounts, just won't be able to send emails out

	ACTION: message on council chat how to change it to @gmail as priority, so everyone can change the emails to that
Community Education Coordinator	Heal Collaboration, training went well with 30 people showed -We will be sorting out the proposal for the workshops
IPSF Liaisons	Created FB group for SEP 2019-2020, new SEP updates -Will relay our messages there, send anyone interested over to Celine and Nicole and they can add to them to the FB group -deadline for IPSF is on December 31st, each specific schools have specific spots IPSF Info Session: Tuesday, November 5th at 12:00 pm planned -previous IPSF students to do a presentations as well
Advocacy	Secondary has been chosen: Sandeep is picking things up quickly Meeting with group leaders over the next week or two Give some updates on what is happening and when
4 th Year Representatives	NTR
3 rd Year Representative	Poster competition and Patient Interview Competition Winners Amanda and Wendy from Third Year Patient Interview Competition is Nick Each competition has a monetary award attached to it We reimburse them that amount if they decide to go to the conference, but they still need to pay the amount in full beforehand
2 nd Year Representative	Compounding Competition -October 30th -need some volunteers to help set up, running the event, and clean up as well
1 st Year Representative	NTR
Faculty Advisors	NTR

4. Reimbursements

- 4.1. Motion to reimburse \$81.66 to Katherine Bishop for ordering 100 Nametag magnets by N.Sosulski, seconded by J.Chen. K.Bishop abstained.
- 4.2. Motion to reimburse \$19.85 to Katherine Bishop for Ingredients of cookies and colouring by N.Sosulski, seconded by K.MacCuspice. K.Bishop abstained.
- 4.3. Motion to reimburse \$157.74 to Britany Buffone for Pizza of CAPSI Info Night by I.Di Trocchio, seconded by J.Chen. B.Buffone abstained
- 4.4. Motion to reimburse \$52.32 to Britany Buffone for poster competition costs (gift cards and food to judges) by N.Ma, seconded by A.Chen. B.Buffone abstained.
- 4.5. Motion to reimburse \$72.14 to Brittany Buffone for Patient Interview competition (food and gift cards for judges and actress) by C.Jeon, seconded by N.Ma. B.Buffone abstained.

5. Amendments

6. Payments



Canadian Association of Pharmacy Students and Interns (CAPSI)
University of British Columbia
2405 Wesbrook Mall
Vancouver, British Columbia, V6T 1Z3
www.capsiubc.com

7. Adjournment at 12:35 PM motion by N.Sosulski seconded by A.Chen