

**Florida International University
Chemistry Graduate Students Organization
Elections Meeting
Thursday, March 7, 2005, 3:00 PM
Chemistry Conference Room**

MINUTES – Prepared by Sheena Szuri

Members Present

Ross Harper, Stephanie Bell, Sheena Szuri, Josh Cloutier, Michael Macias, Ashley Phillips, Megan Bottegal, Jessica Hieser, Ben Naes, Lorraine Edwards, Simrat Singh

Members Absent

Richard Snyder, Roberto Perez, Allison Curran, Huizen Wang, Rob Griffith, Jamie Winshell

Approval of Previous Minutes

Josh reviewed previous minutes, Jessica made a motion to accept minutes, Ross seconded the motion. Minutes accepted.

Topics for Discussion

- Dissemination of Information to Officers
- Event update
- GSA checklist

Dissemination of Information to Officers

- Ross has given Josh the GSO binder with all the information from the past 4 years
- Josh has prepared a folder and computer disk with all the budget forms and information for Michael
- Sheena has prepared a book of minutes with guidelines and supplemental information for Ashley.

Event Update

- Purchase orders for the April Ice Cream Social (\$61) and the end of the semester barbeque (\$100) in May will be submitted. This should utilize the rest of our funds – Josh reports.

GSA Checklist

- GSA elections will be held Wednesday, March 16 12-1:30 GC 243. Everyone should try to attend.
- Budget and minutes from this semester's meetings along with activity flyers are due April 20th, 2005. See online powerpoint for break-down of "point system"

- GSO renewal is done online.
- Since Myron (Webmaster) is no longer an active member, we have to have someone else update the website. Josh will get the necessary information (username, password) from Myron and attempt to update before the deadline.
- Friday, March 11 6-9 pm Gracie's Grill – Gradsfellars!
- Sheena will send Josh the final accepted versions of the minutes ASAP.

Announcements

- We will have a brief meeting at the beginning of April to discuss plans for next semester and to make sure we have all our submissions ready for the GSA.
- Next meeting Scheduled for Monday, April 18th, 2:30pm.

Meeting Adjourned at 3:45pm by Josh.