**Agenda for Meeting:**

**December 5th, 2012 @5 pm**

**Approximate allocated time ~60 minutes**

A. Call to Order (chair)

Motion to begin meeting: Adam A.

Second: Matt Chow

Time commenced: 5:06PM

B. Singing of Come O Ye Faithful - Kevin Chow (not-optional)

C. Bulk Agenda items:

1.  **Time: 5:06pm**

**Subject:** Sales Updates for Pharmakon (non-voting)

**Presenter(s):** Mikey/Fernand

**Time Requested:** 5 mins

**Topic/Request/Issue:**

Now selling yearbooks for $15

* Charging 1T3's $15 for shipping (average shipping cost from last year = $12)
* Number of sales needed to break even assuming minimum guaranteed amount of funding from CU ads ($6000) = 322
* Number of sales needed to break even assuming the same funding as last year ($7226.875) = 240
* Historically, sales have been around 300-350
* This year, we have a sales target of 400 (currently have 140 pre-orders)
* Pharmakon has lost money (a lot of money) for the past 2 years; we hope to actually generate profit this year while maintaining a low price
* Promoting sales through listserv, facebook, posters, monograph, word of mouth
* We will have sales in December, January, and April
* How much do yearbook samples cost? – Budgeted two samples each= 200 dollars total

Meeting notes

* Profit 3 dollars off each sell
* Past few years- pharmakons Lost 5000 dollars every year – want to actually MAKE money this year
* 100 people signed up, 20 people have paid

2. **Time: 5:08pm**

**Subject:** Purchases for Pharmakon (non-voting)

**Presenter(s):** Mikey/Fernand

**Time Requested:** 2 minutes

**Topic/Request/Issue:**

* Reflector ($30)
* (Flash ($73.45)
* To be reimbursed by UPS Finance
* Flash *very useful* when taking pictures for semi-formal; will also be used for other low-light events in the future (e.g. boat cruise, white coat ceremony)- will be reimbursed by UPS
* Equipment will remain property of UPS and will serve to enhance quality of pictures

3. **Time:5:09PM**

**Subject:** Photobooth sales (non-voting)

**Presenter(s):** Mikey/Fernand

**Time Requested:** 2 minutes

**Topic/Request/Issue:**

Photo booth Sales

* ~$60 profit
* $40 of which was used to fund poster prints

Plan to have a photo booth set up during the 1t6 white coat ceremony (happening jan. 16)

Plan to have print sells

4. **Time: 5:10pm**

**Subject:** Room Key (non-voting)

**Presenter(s):** Mikey/Fernand

**Time Requested:** 2 minutes

**Topic/Request/Issue:**

What happened to the room key?

* Seriously, where is it?
* We need the room for Pharmakon meetings and the key isn't there any more.
* Can we please replace it if it's lost?
* Junior capsi has room key- will return it when done

5. **Time: 5:12pm**

**Subject:** Budget (non-voting)

**Presenter(s):** Angela

**Time Requested:** 20 minutes

**Topic/Request/Issue:** Discussion of Pharmakon budget, Monograph budget, UPS section of budget and Social budget

Pharmakon: Can use photo booth sells to cover going over budget for UPS. 30$

Semi formal: great job organizing, didn’t sell out this year (192, cap at 350)

* Projected to make 11000, but only made around 90000 (Around 2 grand in deficit)
* Maybe next year have a buffet style instead of food to the table
* Different venues were looked at- chestnut was cheapest (hst exemption and 15% discount)
	+ Maybe next year hold it in a different venue to have more appeal
	+ Didn’t get as many sponsors
	+ 50$ is a price point that people will start to say know
	+ 45$ may make more money because it may be a more appealing cost for the students
	+ 5 $ off is a lot x 300 people
	+ look at sponsors will help price goes down
	+ generally we have lost money at the semi formal in the passed
		- 3 years ago: money loser
		- 2 years ago: money loser because more expensive vanue
		- 1 year ago: made a profit (sponsorships)
	+ weren’t expecting such a huge drop- first year was 55, last year it was 45, thought it was a good medium, didn’t expect such a large loss in ticket sells

Office Supplies:

* can refill ink cartilage for 15$ (160$ ink cartridge)
* still people using UPS printer as personal printer
* some people on council are doing it and some people who have the keys still go and print it off

**6. Time: 5:24pm**

**Subject:** CSHP subcommittee (voting)

**Presenter(s**): Monica Sanh

**Time Requested:** 7 minutes

**Topic/Request/Issue:** CSHP sub committee to better promote CSHP and provide students with an opportunity to interact with hospital pharmacists more frequently. There will be 4 students that will be apart of 4 different subcommittees within CSHP-Ontario Branch.

* Amber and mon went to general meeting; mon, uoft lesion, found out that they have a CSHP subcommittee. Each member will sit on 4 subcommittess
* Membership, education, communication and awards
* Get more of a chance to have more extra circulars
* Improve awareness for CSHP
* NETWORK with hospital pharmacist
* Put on resume
* Monica wants to start a subcommittee for 2013
* From now till then plan what roles will be, what the elections will be, each member will be responsible for
* Would these be elected position? Yes (application plus election). Separate from UPS
* WOULD the ups external hold the CSHP uoft lesion be in charge of the committee? Yes, they will be (2 MEMBERS). Should have 2 uoft members
* Capsi perspective: every two years the capsi rep has a seat in CSHP (senior does then junior). Students don’t have a lot of direction. Currently the capsi rep is always a uoft student (waterloo can contest this).
	+ Beneficial to have second uoft student there
	+ CSHP for Canada- and then there is a capsi rep on cshp and also a cshp rep on capsi Canada
	+ That capsi rep has always been uoft

Any subcommittee added would change the constitution- can address it at constitution meeting

Members, duties that will go in constitution and will be approved at constiution meeting

Has to add this to monica’s task- better turn over

Motion to defer topic 6 voting to the constitution meeting in the new year : Amber

Motion to second: Dave

**7.5:31pm**

**Subject:** Meeting date (non-voting)

**Presenter(s**): Adam Aasen

**Time Requested:** 1minute

**Topic/Request/Issue:** Any objections to meeting Thursday Jan 17th @ 5:30 p.m.

- add your extra circulars to your transcript (doris and dave will be coming in to discuss this)

- figuring out whether sitting on a basketball team is = to sitting on ups

~~~~Gift Exchange~~~~~

D. Additional business?

Amber: Mr. Pharmacy calendar – bring holiday stuff from home during the holidays

Mike DG: Charity week- no clear cut rules who gets the doc kennedy award -good to have it in constitution to see what determines who gets points to towards the doc. Kennedy award

Paul: website is pretty much down

- will put it up during the holidays

- UPS OFFICE/MEETING ROOM CLEAN:

Mikey: whos who will be done over the break for 1T6

E. Motion to Adjourn (chair)

Motion to end meeting: Mikey

Second: Amber

Meeting end time:5:40pm

Next scheduled meeting: Thursday Jan 17th @ 5:30 p.m.

HAPPY HOLIDAYS!!\*

O come all ye faithful joyful and triumphant

Oh come ye O come ye to Bethlehem;

come and behold him born the King of angels;

O come let us adore him Christ the Lord.

God of God light of light

lo he abhors not the virgin's womb;

very God begotten not created:

O come let us adore him Christ the Lord.

Sing choirs of angels sing in exultation

sing all ye citizens of heaven above;

glory to God in the highest:

O come, let us adore him, Christ the Lord.

See how the shepards summoned to his cradel,

leaving their flocks, draw nigh with lowly fear;

we too will thither hend our joyful footsteps;

O come, let us adore him, Christ the Lord.

Yea, Lord, we greet thee, born this happy morning;

Jesus, to thee be glory given;

word of the Father, now in flesh appearing:

O come, let us adore him, Christ the Lord.