**Minutes from Undergraduate Pharmacy Society**

**November 12th, 2014. 6PM**

Present: Pak, Annie, Chi, Ruyi, Lisa, Aarti, Areeba, Sam, Viv, Matthew, Aoran, Ryan Tham, Thomas, Kaitai, Veeral, Mo, Jo, Param, Ryan Co, Helen, Hilary, Jennifer, Komail, Tiana, Shane, Teegan, Hazel

Regrets: Chia Hui

Absent: Trevor, Joanne, Boyd, Simon, Karina

1. Call to Order (Speaker)
2. Motion to begin – Aarti motions to begin, Ryan seconds.
3. Introduction of Guest(s)
4. Bulk of Agenda Items:
5. **Phollies Wrap Up (non-voting)**

Presenter(s): Ryan and Ryan

* Made:
  + $1260 (revenue) – total 5 tickets that didn’t sell
* Spent ($2007.02 total):
  + $1343 for booking theatre
  + $544 for food—after party
  + $60 gift cards for technicians
  + $55 for ticket printing
* Approximately 50-100 people at after party
* We should start to keep track of number of people attending after-party for potential future savings
* Some people got charged cover, Ryans to talk to venue

1. **Semi-Formal Preparation and Status Update and Budget Allocation (voting)**

Presenter(s): Sam

* Each bus holds 44 people
* Status: 2 scenarios
  + Assume 150 attendees—3 busses (132 gets bus)
  + Assume 200 attendees—4 busses (176 gets bus)
* Venue fully booked, DJ booked, decoration (2 companies total) one company booked, transportation booked
* Tickets ordered on their way
* Ticket sales next week noon-4 Mon to Thurs and up until 2pm on Friday 🡪 still need help tabling on Tues and Wed 12-4
* Voting item:
  + Background
    - Decoration for second company costs: $650
      * Need to have 2 companies because none of the companies had everything
      * Look for props from last year
      * Focus on photo booth for promotion of event in the future
    - 150ppl:
      * $9360 estimated revenue (ticket sales and sponsorship money)
      * $8724.85 cost includes everything
      * Difference = $635.15
    - 200ppl:
      * $11360 estimated revenue (ticket sales and sponsorship money)
      * $10774.85 cost including everything
      * Difference = $585.15
* Sam motions for an extra allocation of $300 for semi-formal, Joseph seconds.
  + For: 10
  + Against: 2
  + Abstain: 3
  + Motion passes.

1. **Co-curricular Records (non-voting)**

Presenter(s): Mohamed

* Update on The Key:
  + We don’t have to print a certain number of copies—we have flexibility so we don’t overprint copies
  + Suggested digital copies—this year, will still have $4000 funding despite using digital copies
  + Future years might not have $4000 funding guaranteed if we use digital copies
  + We need to decide how much to print this time, and the rest electronic
    - Shouldn’t be 0
    - Was 800 copies previously, we can cut in half and print instead of number of copies, but rather print based on the budge we allocate to printing
* Co-Curricular Record:
  + Mo will send out Google Docs in a week or two and ask us to amend our position descriptions

1. **Increasing Total Monograph Budget (voting)**

Presenter(s): Ruyi and Chi

* Monograph ran a slight deficit last year
* This year, spent $1100 for the first issue with complaints from students saying they didn’t receive enough paper copies
* Projected budget for this year is $3000, and need to print 5 issues
  + Want to keep copies within 200-300 copies range, because judging by the budget so far, the number of copies will have to decrease to 100 or so for the next few issues
  + Want us to set aside $1000 for monograph to may or may-not use
  + We only have $3000 budget for UPS total, maybe we can wait until the end of the month for the voting
  + Ryan Tham motions to postpone this to the next meeting.

1. **Increasing Total Monograph Budget (voting)**

Presenter: Mohamed

* Student initiatives ($3000 budget) groups that already applied and received funding
  + EVOLVE: approved $300 (asked for $700)
  + SOAPE: approved $600 ($1000)
  + PhaSST: approved $300 (400)
  + Squash: did not approve ($120)

1. Additional Business:
2. Setting of next meeting date (tentative)
3. Motion to Adjourn:

* Hazel Motions, Ryan seconds
* Meeting adjourned at 7:29 pm.