

Meeting Minutes

Executive committee meeting 08/02/2022

1. Greetings & Attendance

- a. **Robyn Turner**, HSSC Treasurer, College of Pharmacy, P2, She/Her/Hers
- b. **Emily Alden**, President, MS2 (medical student), She/Her/Hers
- c. **Kylee Hamilton**, Secretary, College of Nursing, Level 3, She/Her/Hers
- d. **Solomon Watson**, HSSC VP, College of Pharmacy, P2, He/Him/His

2. First monthly meeting September 6th

- a. Room location 2740. Solomon confirmed room for every month until the end of the semester.
- b. Guest speaker ideas
 - i. Healthy and Fit Children's Clinic
 - ii. Dr. Liz Lawrence
 - iii. Be the Match (bone marrow donation)
 - iv. Women's Resource Center
 - v. HSC Library
 - vi. Need more. Please reach out to Emily with any ideas for presenters.
- c. Emily will send out calendar invites and prepare PowerPoint for the meeting.
- d. Each EC member will give a brief update

3. Recruiting reps

- i. https://docs.google.com/spreadsheets/d/1btmVZ1XjxfekmZOHSv45S046_qlUMe57syZsAKRLGEA/edit?usp=sharing
- ii. Email to all HSC recruiting reps (google doc)
- iii. Possibly email entire HSC student body
- b. Review 1 page email to representatives explaining duties (google doc)

4. Coffee and bagels

- a. August coffee and bagels was delayed (Cancelled)
 - i. Banners and other equipment for coffee and bagels events are missing
 - ii. New date needed
- b. September coffee and bagels is a go (Sept. 6 or 7 @ 9 am)
 - i. Flyers
 - ii. Website (with QR code)
 1. Should have website up this week
 - iii. Table location (we also need a folding table)
 - iv. Who can attend
 1. Robyn & Solomon for Sept. 6
 2. Emily for Sept. 7

5. 5k fun run

- a. Last year's fun run donation was never received
 - i. Reached out to i-run-fit contact – good news!

1. \$1,000 donation made today 8/2/22
 - b. Great Pumpkin Chase October 29th would need 30 volunteers
 - i. Usually just a commitment from 8 AM to 2 PM
- 6. Email to all HSC students about our roles and responsibilities (google doc)**
 - a. Please look over these emails to make sure they look ok
- 7. Website – Sahana**
 - a. The old Wix website was archived
 - b. New website update
 - i. The bios and content have been sent to the website designer
 - ii. We just email him the content (meeting minutes, etc.) that we want to be put on the website.
- 8. September EC meeting**
 - a. We'll meet either before or after the general meeting
 - b. Get 2-3 (\$5-\$10) Starbucks gift cards to raffle off at the general meetings
 - c. Update and inform on the following:
 - i. Fun run update
 - ii. Website update
 - iii. September Coffee and Bagels
 - iv. Class reps update