Student Org fair – 4:00pm to 8:00pm 11-Sept at the Kohl Center
- At least three people there at all times
- Bring poster, T-shirts, candy
- Other officers are encouraged to come by as well
- 3:30 – 6:00pm: Kyle, Carie, Chelsea, Pat (except for setup)
- 6:00 – 8:30pm: Alex, Taylor, Joe

T-shirt design
- In charge: Scott
- Get the circuit design from Gabe
- Throw out the idea to general members to look for ideas
  - Make a slide for it
  - Announce it as more than just an aside

BME alumni event
- October 21st 2:30pm game
- 11:00am – noon BME Homecoming Bash (ECB atrium)
- As many officers as possible will be there
- Other past design project members will be there
- Will showcase past BME projects: SPOT, infant respiratory monitor, others
- Past BMES officers
- BMES contributions
  - Officers attendance
  - Arrive early to help setup
  - BMES posters
  - T-shirt design
- T-shirt design – within next week or two
  - Friends of Medical Design
  - UW-Madison
  - BME
  - Homecoming Bash
  - Bucky on the shirt, maybe put something medical around him, but cannot adjust it
  - Red shirt
  - In charge: Kyle K.

Upcoming Events – need to advertise!
- Comedy Club – Scott
  - Send out reminder email
  - We have 20 spots available; have to cancel empty spots by 5 PM
- Underclassmen food pantry day – Ryan, Dan
  - Zip cars: Dan will plan
    - Able to drive: Hannah, Pat, Aaron, Mike
    - Can cancel about an hour beforehand
  - Pick-up locations: SERF and EHall
• If we do not get a good response this week, we will open it up to upperclassmen

• Next general meeting: Trek
  ▪ Consultant for Trek
  ▪ Private practice
  ▪ Biomechanics, physician
  ▪ Advertise this on the fliers;
    • put fliers up either Friday before meeting or Monday before meeting
    • Do we need permission to put fliers up?

• Intramural football Sundays at 5:30pm – Joe
  ▪ Enough people have signed up

• Cup Night September 21st - Alex
  ▪ Shifts – we can get there at 8:45
    • 9:00 – midnight: Alex, Kyle, Mike, Taylor
    • Midnight – close: Pat, Joe, Chelsea, Scott
  ▪ Logistics:
    • Workers should be able to drink
    • Underage workers are allowed
    • Should wear BMES shirts
  ▪ Advertising:
    • Can we use campus resources/fliers/Facebook to advertise?
    • Put slide in the PowerPoint

• Resume workshop with GE – Chelsea, Ryan
  ▪ Combine GE and general resume workshop
  ▪ GE presentation to all
  ▪ Upperclassmen priority for one-on-one resume review with GE employees
  ▪ Pat, Chelsea, Ryan to do one-on-one resume review with underclassmen

➢ Mentorship program
  ▪ Mentors: Scott, Taylor, other officers considering
  ▪ Outlet for underclassmen to connect with upperclassmen
  ▪ Events need to start ASAP
  ▪ Meet outside of general meetings; sit with them at the beginning of general meetings

➢ Events to plan
  ▪ Fire at Picnic Point – Scott
    ▪ Pick up s’mores stuff
    ▪ Set up walking groups for everyone
  ▪ Special Olympics – Dan
  ▪ BMES soccer team? – Joe
  ▪ Events with other student orgs – Joe
  ▪ Final general meeting, Medtronic – Kyle
    ▪ May be bringing 3-4 people
    ▪ Possible separate event at the end of November

➢ BMES deal with JSM
  ▪ Need to advertise this!
  ▪ Must be a paid member
- JSM checks with BMES to see if they are members of the local org
  - Sponsorship information – Alex and Scott
    - The back of the T-shirt: 6 small spots $300, 4 medium $500, 2 big $1000
    - A total of $5500
    - Also make them have very large icons on the website, advertise at meetings
    - Give other options besides just the shirts ($100 for pizza, sponsored by them)
    - Let them know that we wear these shirts to big events and sell XXX number of T-shirts a year
    - Alex can put together a pamphlet/brochure about advertising with us
  - Kyle J. access to WebPort has been approved
  - Internship/co-op paragraphs for website database
    - Thank you Aaron, Carie, Joe, Taylor, Kyle J, Matt
    - Include research positions
    - Need to update website, make it more easy to sort through these
      - Built like a database
      - You are able to search through it by keywords
      - Need to contact Matt Bollom about making the website more accessible
    - List the company rather than ‘internship’ ‘research’ or ‘co-op’

Other Information

- Office Hours (on google calendar)
  - Pat: Tuesday 12-2pm Sept 10, Oct 1, Oct 22, Nov 12, Dec 3
  - Matt: Wednesday 4-6pm Sept 11, Oct 2, Oct 23, Nov 13, Dec 4
  - Taylor: Thursday 11am-1pm Sept 12, Oct 3, Oct 24, Nov 14, Dec 5
  - Kevin: Friday 11am-1pm Sept 13, Oct 4, Oct 25, Nov 15, Dec 6
  - Ryan: Monday 11am-1pm Sept 16, Oct 7, Oct 28, Nov 18, Dec 9
  - Carie: Tuesday 3pm-5pm Sept 17, Oct 8, Oct 29, Nov 19, Dec 10
  - Joe: Wednesday 11am-1pm Sept 18, Oct 9, Oct 30, Nov 20, Dec 11
  - Mike: Thursday TBD Sept 19, Oct 10, Oct 31, Nov 21, Dec 12
  - Chelsea: Friday 11am-1pm Sept 20, Oct 11, Nov 1, Nov 22, Dec 13
  - Aaron: Monday 4-6pm Sept 23, Sept 30, Oct 14, Nov 3, Nov 25
  - Dan: Tuesday 1-3pm Sept 24, Oct 15, Nov 4, Nov 26
    - Monday 4-6pm Oct 21
  - Alex: Wednesday 10am-12pm Sept 25, Oct 16, Nov 5, Nov 27
  - Kyle K: Thursday 9am-11am Sept 26, Oct 17, Nov 6
    - Monday 12-2pm Dec 2
  - Kyle J: Friday 11am-1pm Sept 27, Oct 18, Nov 7
    - Monday 4pm-6pm Nov 11
*Alex, Kyle K, and Kyle J have 4 slots each. All other officers have 5.

- Habitat Update
  - Mobile, AL
  - Lucedale, FL
  - Birmingham, AL
    - Last option
    - Under 12 hours; would not have to stop

- Freshman Rep election
• 2 promising candidates
  ▪ Peter Hartig
  ▪ Kiana Asada

➢ Budget
  • Must plan out all purchases with Alex
    ▪ Afterwards, give him the receipt
    ▪ Don’t expect to be reimbursed if you didn’t clear the purchase with him
  • Received our travel grant for annual conference!
    ▪ Need to set up a meeting to get funds released
  • Square card is working now

➢ Information on financial training
  • Meeting with Eve to set up recurring pizza payment
  • How to do pizza purchases with company credit cards – Carie and Alex (make sure to put this into the industry turnover doc!)

➢ Kickoff meeting
  • 100+ new members
  • Need to fix check-in
  • Two national members – Taylor
  • Apple juice flip cup championship next general meeting
  • This week in BME (exciting things going on in the world)