Logistics

- **Office Hours**
  - Still need to schedule office hours: Carie, Kyle J., Kyle K., Matt, Peter, Ryan, Scott
  - Fill this out
- **Status Reports**
  - Officers must include specific details of events when sending them to Chelsea
    - Tentative dates
    - Event ideas
    - New information
- **CDR**
  - Send them to Carie please!
  - Do we need section in the CDR about officer meetings?
  - Fundraising committee meetings (Kyle K. or Ryan):
    - When they started
    - Attendance
    - Why we started the committee
    - Pros and cons about meetings
- **Newsletter**
  - Most sections are in
  - Will have completed by the end of February
- **Key pick-up for meetings**
  - General: Alex
  - Fundraising Committee and Officer: Kyle K.
- **BMES national membership – Taylor**
  - All memberships from September are official
  - Working in conjunction with Jennifer Edwards to get official list
- **BMES Office**
  - Remove anything that we aren’t using!
  - Matt needs a drawer or two for the exam file
- **General Meetings**
  - Dan cannot make them; need someone to pick up his sign up sheets
  - Taylor will take over this responsibility

**Constitution Changes for 2014-2015**

- Newest constitution needs to go on website – Carie/Aaron(Scott)
Diversity Committee
- Discuss adding a Diversity chair to BMES for next year
- We have already removed two positions this semester, so we have space

Re-writing our mission statement – Carie/Chelsea
- Emphasizing the service component
- Use habitat proposal letter for some statements
- Combining industry relations and research chairs into one ‘Industry Chair’

Budget and Fundraising

Fundraising Committee update
- Buffalo Wild Wings nights – March 3rd and 31st
  - Lasts all day long
  - Mentorship social
  - FC meeting?
  - Underclassmen dinner; put up posters in the dorms
  - Cannot stand outside of the restaurant
- Cup night at Nitty Gritty (Kyle J.) – March 27th
  - Looking into other spring dates too
  - Three shifts again

Community Days
- Make 100% of the profits
- February 28th/March 1st

Concessions Stands
- 10 events available
- Try to get mentees involved

Fundraising events
- Thank you to those who volunteered at the career fair!!
  - 18 volunteer shifts = over $270
- Thank you to Kyle J. and Alex for planning cup nights and restaurant nights!
- Phone bank

Food for general meetings
- Always have pizza at meetings
- 2 pieces/person strictly enforced
- I counted 12 at the kickoff
- We will not ask for plates or napkins

UPCOMING EVENTS

Student Panel General Meeting – Wednesday February 12th in Tong (1003 ECB)
- Fill out the Google document by Friday (2/7)
  - Will be handed out to people as they come in the door
  - List all of the programs you have participated in
- Bring materials! (Scrapbooks, information on co-op, resume examples, etc.)
- Advertising
• Emailing to BMES/engineering lists
• Posters
• Facebook

➢ Layout
  • Food in the middle of the room
  • Tables around the edge
➢ Try to get people signed up for Shadow a BME Day (lay out your schedule)
➢ List design projects on the sheet to be given out

Next 2 Weeks

➢ Food Pantry
  • Fridays of general meeting weeks
  • Overlaps next week (Feb. 14th) with skiing; gauge interest at meeting
➢ Plexus tour – Friday February 7th
  • 8am – 4pm
  • Zipcars
➢ Ski Night – February 14th
  • 6:30pm – midnight
  • Need Zipcars or drivers
➢ E-week – February 16th - 22nd
  • Hosting an event: Duct Tape to Wall (Thursday)
  • Mickey’s Breakfast (Thursday morning)
➢ Intramurals
  • Futsal- Thursdays at 6:30 or Tuesdays at 10:15 (will know by Sunday)

Events to be planned

➢ Underclassmen event – Peter
➢ Mentorship social – Ryan
  • At Buffalo Wild Wings for restaurant night? Followed by bowling at Union South?
➢ Local HFH build – May 9th
➢ CRUISE – need tentative dates
  • Application essay workshop
  • Class advising workshop
  • Shadow an upperclassmen BME
➢ Relay for Life – April 11th and 12th
  • February 18th is information session
➢ Brewer’s Game – Late April
  • Matt working with GSA to see how many people they want to bring
➢ Lab of the month – CAVE
  • Matt’s emailed WID about setting up a time for this
➢ Social Events
  • Orpheum/Majestic/Overture events
  • Comedy Club
  • EssenHaus
• Laser tag?
• Cookout with kickball
  ▪ Have at Vilas Park (off-campus)
  ▪ Teams would be divided by track
  ▪ Invite the professors?
• Another industry trip – Kyle J. will work on this

Goals for BMES - Spring 2014

➢ More officer attendance at events
➢ Fundraise fundraise fundraise!!!
➢ Making BMES appealing for all engineering students