



[EXECUTIVE COMMITTEE AGENDA]

Date: Sept 18, 2023
Time: 8 am
Location: MUSA Office

I. Attendance

| Name | Position | Attendance |
|----------------|--------------------------|-------------------|
| Amelia Walker | President | P |
| Sayako Leznoff | VP Finance | P |
| Emma Porter | VP Admin | P |
| Indira Graham | VP Internal | P |
| Kelk Jeffery | VP External | L |
| Amelia Walker | AMS Representative | P |
| | 4th Year Representative | |
| | 3rd Year Representative | |
| | 2nd Year Representative | |
| | 1st Year Representative | |
| | 4th Floor Lounge Manager | |
| | Volunteer Coordinator | |

II. Call to Order

The meeting was called to order at 8:05am PDT

III. Land Acknowledgement

Amelia Walker acknowledged that UBC's Vancouver Point Grey campus is situated on the traditional, ancestral, unceded territory of the hən̓q̓əmin̓əŋ̓-speaking xʷməθkʷəy̓əm (Musqueam) people. The MUSA Executive Committee would also like to acknowledge that everyone is located in many places, near and far, and acknowledge the traditional owners and caretakers of those lands.



IV. Amendments to the Agenda

V. Adoption of the Agenda

MOVED BY Amelia, SECONDED BY Indira.

"BE IT RESOLVED THAT the agenda be adopted as presented."

Result: APPROVED

VI. Approval of Previous Meeting Minutes

MOVED BY Indira, SECONDED BY Emma.

"BE IT RESOLVED THAT the meeting minutes of 09/11/23 be adopted as distributed."

Result: APPROVED

VII. Agenda

- Rehearsal Etiquette Workshop
 - About 35 people !
 - Dr Girard thought it was a great idea
 - Julia Nolan as well
 - Should be a yearly thing
 - Gonna type up notes
 - Maybe distribute them to members of SWE and CW
 - Also email them out
 - Video will be posted on the website
 - Instagram post highlighting the event
 - What could be improved?
 - Getting info out sooner to students, reserving a larger classroom
 - What went well?
 - A good attendance, people were engaged, profs endorsed
- Social Event
 - Create a sense of community
 - Musa mixer/meet the execs
 - Snacks and good vibes
 - Want to have one the 25-29
 - September 26th, 2pm
 - Where?



- Student lounge
- Will make post tomorrow to announce to students
- Charity Concert
 - Audition Info soon
 - Determine guidelines of auditions and send email next week
 - Will send email to dr Whitney and Jose
 - Try to get a prof to headline it
 - School of Music students only to perform
- Advocacy on a Gender Neutral Bathroom in the Old Aud
 - Student Issue brought up to me
 - Write a letter to Dr Carrabre, admin staff, and Nancy
 - Outline the needs of students and why this is a priority
 - Emma to write the letter, all execs sign off
- Instagram post leading up to Truth and Reconciliation->September 30th
 - Highlighting events on campus or around campus
 - Also encourage students to go
 - Post about the march on the 28th
 - Highlighting indigenous composers and musicians
 - Acknowledge the land we are currently occupying
 - MUSA to wear orange shirts on the 29th
- Long boating
 - We need 8 people
 - We have 5
 - We have to book today
 - Costs 160 dollars ?
 - Too expensive, will choose another retreat
- New Retreat
 - Pumpkin carving or Pottery painting
 - Upaint, I fire
 - Paint pottery together and then go to Breka for coffee
 - When?
 - October 1st, 11:30am
 - Amelia reach out to them to check for their availability



- Instagram highlighting tips and tricks for first-years
 - Post during midterm season (October)
 - Best study spots, tips for doing well during this time
- Website
 - Revamp-> match our Instagram
 - Kelk and Indira collab to make sure our social media is cohesive
 - Lets Chat button
 - Allows visitors to send messages
 - VP External should download and answer the message in a timely manner
 - Updates Emma has been done
 - Created a page for unelected positions, uploaded photos, created a new events page and posted info
- MUSA Spotlight Insta Post
 - Will be posted soon
 - Everyone post questions in the chat to be used in the q&a slide
- Election
 - Post?
 - Will be posted today
- Lockers
 - What went well?
 - We found almost everybody lockers
 - The spreadsheet layout was improved and organized
 - What could have been improved?
 - Communication when you couldn't make your time to booth
 - Profit
 - \$2,410
 - What's left to be done?
 - Email students, put eviction notices on all lockers that haven't been paid for, update spreadsheet, clear out lockers
 - Post today about locker evictions

VIII. Action Items

- Indira:
 - Post to instagram today for locker evictions, election post
 - Post to instagram tomorrow about social event in the lounge
 - Post to instagram later: musa spotlight, truth and reconciliation



- Meet with Kelk to revamp the website
- Sign the letter about the gender neutral washroom
- Kelk:
 - Meet with Indira to revamp the website
 - Sign the letter about the gender neutral washroom
- Saya
 - Sign the letter about the gender neutral washroom
 - Prepare budget report for next meeting
- Amelia
 - Create guidelines for the auditions for our charity concert
 - Send email to Dr Whitney and Jose to see about a prof headlining the concert
 - Email Upaint, I fire about the retreat
 - Sign the letter about the gender neutral washroom
- Emma
 - Write email to Carrabre, admin staff, and Nancy about the gender neutral washroom
 - Put up eviction notices on lockers today
 - Empty out lockers on Wednesday after swe
 - Message musa on the 28th to remind them to wear orange tshirts the next day

IX. Adjournment

“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 8:55am.”

Amelia Walker

President

UBC Music Undergraduate Students' Association

Respectfully submitted by

Emma Porter

Vice President of Administration

UBC Music Undergraduate Students' Association