



**[ EXECUTIVE COMMITTEE AGENDA ]**

Date: 08/21/23  
Time: 4:00pm  
Location: Zoom

**I. Attendance**

<b>Name</b>	<b>Position</b>	<b>Attendance</b>
Amelia Walker	President	Present
Sayako Leznoff	VP Finance	Present
Emma Porter	VP Admin	Present
Indira Graham	VP Internal	Excused
Kelk Jeffery	VP External	Absent
Amelia Walker	AMS Representative	Present
	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 4:05pm PDT

**III. Land Acknowledgement**

Amelia acknowledged that UBC's Vancouver Point Grey campus is situated on the traditional, ancestral, unceded territory of the hə́nq̓əminə́m-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 Emma Porter, SECONDED BY Amelia Walker.  
"BE IT RESOLVED THAT the agenda be adopted as presented."

Result: APPROVED

#### **VI. Approval of Previous Meeting Minutes**

MOVED BY Amelia Walker, SECONDED BY Emma Porter.  
"BE IT RESOLVED THAT the meeting minutes of 05/17/23 be adopted as distributed."

Result: APPROVED

#### **VII. Agenda Items**

- Jumpstart
  - August 27th -> Student Resource Fair at at 2pm-5pm, set up at 1pm
    - What should we have?
      - Musa banner, table cloth, linktree code for social media
    - Should we get donuts or some other treat for the event?
      - Amelia pick up donuts from Tim Hortons before the event
    - For Imagine day, we will have a way (iPad provided by mosaic office) for students to sign up for ensemble auditions. Should we have the same for this?
      - Yes
    - Slideshow, maybe highlight past events?
      - Amelia and Emma will collaborate on photo slideshow
    - Who can be there?
      - Amelia, Emma
    - Anything else?
  - Imagine Day
    - September 5th -> Arts Faculty Fair 11:30-1:15, set up at 11:00am and take down at 1:30pm
      - What should we have?



- Banner, table cloth, linktree code for social media
- Should we get donuts or some other treat for the event?
  - Amelia pick up donuts before the event
- Should we provide iPad for students to register for large ensemble auditions?
  - Yes
- Slideshow highlighting past events?
  - Use same slideshow made for Jumpstart
- Who can be there?
  - Amelia, Emma, Saya
- Anything else?
- Update on venues for events -> Kelk
- Update on social media revamp -> Indira
- Update on bank account information
  - Budget should be made soon
    - Start looking into applying for grants
    - Meet with AMS to help finish finance course so we can have access to our bank account
- Free Breakfast Friday -> September 8th
  - Start reaching out to Breka, Great Dane, Tim Hortons, Bean Around the World, Loafe, and Blue Chip for donations and/or day-olds
- Date for first workshop -> Performance Anxiety or Performance Etiquette
  - Reach out to Julia Lockhart for a performance anxiety workshop
  - Alternately, look to Maggie for potential performance etiquette workshop
- Office Cleanout -> August 28th, 10:00am
  - Amelia and Emma will be there

### **VIII. Action Items**

- Amelia purchase donuts for Jumpstart and Imagine Day
- Saya reimburse Amelia for the donuts
- Amelia and Emma create a photo slideshow of past events for Jumpstart and Imagine Day
- Indira start posting profiles of the execs on our social media



**Music  
Undergraduate  
Student's  
Association**

**UBC Music Undergraduate Students'  
Association**  
UBC School of Music  
6361 Memorial Rd  
Vancouver, B.C. V6T 1Z2

- Kelk send out an email with updates on venues and events
- Saya reach out to Seymour Schulich about a donation to musa and the school of music
- Saya reach out to the different coffee shops on campus for our free breakfast friday on September 8th
- Amelia reach out to Julia Lockhart to see availability and rates for a performance workshop

## **IX. Adjournment**

“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 4:38pm.”

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**Amelia Walker**

President

UBC Music Undergraduate Students' Association

Respectfully submitted by

**Emma Porter**

Vice President of Administration

UBC Music Undergraduate Students' Association