



[MUSA AGENDA]

Date: Oct 4th, 2023
Time: 8 am
Location: MUSA Office

I. Attendance

Name	Position	Attendance
Amelia Walker	President	L
Sayako Leznoff	VP Finance	E
Emma Porter	VP Admin	P
Indira Graham	VP Internal	P
	VP External	
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 8:15 PDT

III. Land Acknowledgement

Amelia acknowledged that UBC's Vancouver Point Grey campus is situated on the traditional, ancestral, unceded territory of the hə́n̓d̓əmin̓ə́m̓-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 Indira, SECONDED BY Emma.

“BE IT RESOLVED THAT the agenda be adopted as presented.”

Result: APPROVED

VI. Approval of Previous Meeting Minutes

MOVED BY Amelia, SECONDED BY Emma.

“BE IT RESOLVED THAT the meeting minutes of 09/24/23 be adopted as distributed.”

Result: APPROVED

VII. Agenda Items

- Advocacy Letter for Gender Neutral Bathroom
 - Update?
 - Will have letter finished and sent out by Friday
- Reed Room Advocacy
 - Saya and Amelia will be meeting Dr Carrabre on October 10th
- Charity Concert
 - Roy Barnett confirmed?
 - Saya has confirmed Barnett Hall for November 24th from 6-9pm
 - Going to have a Google form attached to the letter where people can submit a Youtube link, name, name of group,
 - Amelia will send letter to group chat for approval before emailed to students
 - Confirm approval with a like
 - Who wants to listen to the videos (3 people)
 - To be decided once we have more members on council
 - Prof's want a confirmed date before confirming participating
 - Now that we have confirmed date, Amelia will send an email out to profs
 - Timeline



- Send out letter October 6th
- Require videos be submitted November 3rd
- Judging done over the weekend of November 4th, 5th
- Results released November 5th
 - Will send out emails of successful auditionees
 - Must confirm participation by November 8th
- Chat & Chew Event
 - Successes and failures
 - 4 new people decided to run for MUSA
 - We have a candidate for each position
 - A lack of attendance, seemed too casual
 - In future, 4th floor lounge manager will put posters on the board for each event to help spread the word
- Notes on Rehearsal Etiquette and Video
 - When will it be posted ?
 - Video to be posted today on the website
 - Notes posted by Friday
 - Emma reach out to Maggie for the powerpoints to upload to the website as well
- AGM
 - insta post soon
 - Indira to post about the AGM by Friday
 - October 12th, 12pm
 - Emma send list of requirements and documents to group by Friday
 - Saya and Amelia prepare slideshow for the AGM
 - Include budget as well as list of candidates running for positions
- Election rules
 - Specifically concerning campaigning
 - Amelia send specifications to Thyme so that she can email the candidates before next week with the campaign rules
- Woodwind Studio
 - Jose wants some beverages from MUSA for it
 - non-Alcoholic
 - Use the leftover pop bought for Chat & Chew
- FBF
 - Time 9am-12pm



- Emma and Indira pick up the coffee at 8:30am
 - Tims. Emma to stop by the Tims tomorrow to place order
- Pastries-> Saya pick up, from where
 - Emma and Indira will pick up instead
 - 4 dozen donuts/muffins from Tims
- Amelia set up the table
- Koerners
 - October 10th, 7:30pm
 - push back ?
 - Being pushed to October 19th, 7:30pm
 - Indira to reach out to the Gallery since Koerner's closes early
 - Get an estimated quote for 50 people
 - Ask about policy for minors attending. Hopefully the first years can come!
 - Have instagram post out by October 12th
- Halloween
 - Manhunt in the Music Building
 - Meet in the lobby at 8pm
 - Date?
 - October 30th
 - Glow wristbands, candles
 - Figure some more concrete plans
 - Students will meet in the lobby where Indria will go over the rules for everyone
 - MUSA will police, the rest of the students will be on the run
 - Indira will be the judge
 - Proper plan to be made by Amelia and Emma and then send to group to confirm
 - Instagram post to be out by October 23rd
- Interfaculty Event
 - October 13th, 3-5pm
 - Sports day
 - Will we attend?
 - Indira to make post with info to be put out to students



VIII. Action Items

- **Amelia:**
 - Meet with Pat to discuss the reed room and advocate for a better space
 - Send email to students by Friday with details and parameters for the audition and concert info
 - Help Saya create the powerpoint for the AGM
 - Send email to Thyme about the parameters for 4th floor lounge manager
 - Create a document with the rules for the manhunt and send to the group
 - Send out an email to profs asking for performers for the Charity Concert
- **Indira:**
 - Send an email to the Gallery to get a quote and hopefully book for October 19th
 - Go with Emma to pick up the coffee and pastries at Tims
 - Create instagram post for: AGM, the Gallery, Manhunt, Interfaculty
 - Post stories for: FBF
- **Saya:**
 - Meet with Amelia and Pat to discuss the reed room and advocate for a better space
 - Create the powerpoint for the AGM with the budget
- **Emma:**
 - Finish the letter for a gender neutral bathroom in the Old Auditorium and send it out to Carrabre, Nancy, and admin by Friday
 - Find the rules for hosting an AGM and send to group by Friday
 - Post the rehearsal etiquette video and notes by Friday
 - Reach out to Maggie to get her powerpoint slides from the workshop
 - Update the website
 - Go to Tims tomorrow to place our coffee and donut order
 - Pick up the coffee and donuts Friday at 8:30am
 - Help Amelia finalize the details for the manhunt



**Music
Undergraduate
Student's
Association**

**UBC Music Undergraduate Students'
Association**
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IX. Adjournment

"BE IT RESOLVED THAT there being no further business the meeting be adjourned at 8:51am."

Amelia Walker

President

UBC Music Undergraduate Students' Association

Respectfully submitted by

Emma Porter

Vice President of Administration

UBC Music Undergraduate Students' Association