



[MUSA Council AGENDA]

Date: 03/06/24

Time: 8 am

Location: Zoom & Office

I. Attendance

Name	Position	Attendance
Amelia Walker	President	P
Sayako Leznoff	VP Finance	P
Emma Porter	VP Admin	P
Indira Graham	VP Internal	E
Rue Beer	VP External	P
Phoebe Cheng	AMS Representative	P
Mika Colonia	4th Year Representative	P
Maryam Khamis	3rd Year Representative	P
Denise Chung	2nd Year Representative	P
JJ Logan	1st Year Representative	P
Jeremy Soloman	4th Floor Lounge Manager	P
Thyme Shi	Elections Coordinator	P

II. Call to Order

The meeting was called to order at 8:02am PDT

III. Land Acknowledgement

Amelia acknowledged that UBC's Vancouver Point Grey campus is situated on the traditional, ancestral, unceded territory of the hə́nqəmíñəm-speaking xʷməθkʷəy̓əm (Musqueam) people. The MUSA Council 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 Saya.

“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 02/28/24 be adopted as distributed.”

Result: Approved

VII. Agenda Items

- Mental Health Event
 - When and Where
 - MUSA office, March 14th, 1pm-3pm
 - Type of Event
 - Mask Making
 - A relaxing and crafty event that also incorporates our formal. Students can come to decorate masquerade masks and then wear them to the formal
 - Supplies
 - JJ made a supply list
 - Will create a physical list and send into the slack
 - Masks, feathers, rhinestones, jewels, glue, ribbon
 - 24 pack for \$45 from Amazon -> Mika will send the link to the chat and Amelia will place the order
 - Who will shop for the supplies?
 - Amelia purchase masks
 - Saya will purchase the rest of the supplies at Michaels



- Snacks
 - Use the leftovers from the last Mental Health event
 - If more is needed, who will purchase?
- Who will be there?
 - JJ, Maryam, Jeremy, Rue and Phoebe maybe
- Formal
 - Decoration committee
 - Update on decorations purchased and time to visit the venue?
 - Red flowers, string, candle holders
 - Still need led candles if open flame is not allowed
 - White table cloths -> 15
 - Jars -> will use Denise's mom's
 - String lights -> Amazon
 - Amelia will set up a time this week to meet
 - Bookings
 - Venue, Catering, and Photobooth have all been confirmed
 - Cecil Green Park House, Sage Catering, 5M Photo Booth
 - Ticket Sales
 - Physical tickets have not arrived yet. Until then, Emma is sending an email to everyone who has purchased to confirm and will have their tickets at the booth waiting for them when we get the order in
 - Physical tickets ready. Amelia will be picking up today.
 - Put names on the tickets that have already been sold with a sticky note so we can pass them out
 - Arrival Timing
 - Venue opens to MUSA at 5pm to set everything up which gives us an hour before the rest of the students arrive
 - Who will be there at 5pm?
 - Emma, Amelia, JJ, Mika, Denise, Saya, Maryam maybe
 - DJ
 - Parker Keeley confirmed
 - We have received feedback from last year about requested music not matching the vibe
 - Amelia will ask if he has dj equipment or just a laptop



- Emma, reach out to Cecil about using their sound system and wireless mic

- Injury Prevention Workshop
 - When and Where
 - Room 462, March 8th, 12pm-1pm
 - Volunteers
 - Emma, Jeremy, JJ, Phoebe
 - Instagram story reminder go out today
 - Who will be there?
 - Emma, JJ, Jeremy, Phoebe

- Yoga Event
 - When and Where
 - Chan Stage, March 20th, 12pm-1pm
 - Mats have been cleaned
 - Post about the yoga to go up today and story reminder posted the week of
 - Amelia will send an email to Dr Taylor letting him know we have 20 mats and the stage is booked

- Lending Cables
 - Has the form and poster been created?
 - Rue will make the poster and have it ready for next week
 - Cables being picked up today
 - Saya will give the credit card to Amelia today

- Recital Raffle
 - Emma has created the google form
 - 5 winners: 3 undergrad, 2 graduate
 - Email to all students with the form will be sent out today
 - Story promo on instagram to go out this week

- FBF
 - Last FBF of the year
 - April 5th, 9am-12pm



- Great Dane reached out to Emma offering to provide all of the pastries at a discounted price
- Schedule
 - 9am-10am: Denise, Amelia
 - 10am-11am: Mika, Emma
 - 11am-12pm: JJ, Amelia
- Coffee and pastry pick up
 - Will be picked up from Great Dane at 8:30am. Who would like to pick up?
 - Denise, Saya, Emma
 - Coffee from where?
 - Also Great Dane
 - Set Up?
 - Amelia
- Retreat
 - When and Where
 - Green Leaf Sushi (3146 W Broadway), April 7th, 6:30pm
 - Emma will book a reservation
 - Who will be there?
 - Emma, Amelia, JJ, Maryam, Rue, Phoebe, Milka, Jeremy, Denise, Saya
- Lululemon Colab
 - No response. Meeting with president of AMS next week will be bringing it up
- Elections
 - When?
 - March 18th - April 5th
 - Instagram post to go up by Friday (March 8th)
 - AGM -> Tuesday, March 26th, 2pm
 - Executives only
 - We will need to know who be running for an exec position next week
- Meeting with Kathryn Anderson
 - Cleaning practice rooms will continue at 2 times a year
 - MUSA instagram has been asked to post about and also remind students



about the rules for practice rooms

- MUSA has been asked to invite Alumni to events
 - Keep fostering that community
 - Next years VP Internal, VP External, and President will be asked to represent the SoM at School wide conferences
 - Food as payment
 - MUSA at auditions
 - Administration staff is willing to discuss financial constraints or complicated issues with professors when students are feeling uncomfortable
 - Administration Coordinator
 - Windfest & Brassfest
 - SoM is willing to support MUSA by purchasing us a banner for future events
- Grad Send Off
 - Koerners
 - Wednesday, April 10th, 6pm

VIII. Action Items

IX. Adjournment

“BE IT RESOLVED THAT there being no further business the meeting be adjourned at
“ 8:54am .”

Amelia Walker

President

UBC Music Undergraduate Students' Association



**Music
Undergraduate
Student's
Association**

**UBC Music Undergraduate Students'
Association**

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Respectfully submitted by

Emma Porter

Vice President of Administration

UBC Music Undergraduate Students' Association