



``[MUSA Council AGENDA]

Date: 02/28/23

Time: 8 am

Location: Zoom & MUSA Office

I. Attendance

Name	Position	Attendance
Amelia Walker	President	P
Sayako Leznoff	VP Finance	E
Emma Porter	VP Admin	L
Indira Graham	VP Internal	L
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

II. Call to Order

Amelia called the meeting to order at 8:13AM PDT

III. Land Acknowledgement

Amelia acknowledged that UBC's Vancouver Point Grey campus is situated on the traditional, ancestral, unceded territory of the hə́nqəmíhə́m-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 JJ.

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

Result: APPROVED

VI. Approval of Previous Meeting Minutes

MOVED BY Amelia, SECONDED BY Phoebe.

“BE IT RESOLVED THAT the meeting minutes of 02/21/24 be adopted as distributed.”

Result: APPROVED

VII. Agenda Items

- Meeting with Katheryn on March 5th at 1pm to discuss project allocations and designating a portion of the budget to cleaning and maintaining the practice rooms
 - Who can be there: Amelia, Saya maybe
 - Rue and Indira can you be present
 - Rue yes, Indira no (has class)
- Mental Health Event
 - Who can be there?
 - Emma, Mika, Rue, Amelia, JJ, Maryam, Phoebe, Jeremy, Indira
 - Phoebe coming later
 - Amelia, Denise, Mika, JJ (?) leaving early
 - Where?
 - Musa office
 - Tote Bag Painting
 - JJ and Maryam pick up supplies over the break
 - 25 tote bags, paint
 - Saya picked up paints and Maryam picked up tote bags
 - Both should be in the office by Wednesday
 - When will items be purchased?



- Tote bags have been purchased
 - Saya will pick up paint and brushes today
 - Next event?
 - Mask making
 - March 14th
 - JJ will make a list of supplies needed for the event
 - Whats needed
 - Snacks? 10 dollars ? Should we increase?
 - Amelia recommends a budget of \$50 at least
 - JJ will be picking up snacks next week before the event
 - Snacks picked up?
 - Office Clean Up
 - Amelia will be cleaning putting up shelves at the office from 12-1pm on Monday
 - Jeremy and Mika will be there to help
 - Shelves have been put up
 - Taking down the falling apart cupboard
 - Formal
 - Decoration committee ->February 22nd, 10am -> Amelia, Denise, Saya, Mika, Phoebe
 - Purchases? Ideas?
 - Flowers (purchased), white table cloths (still needed), using the candles and candle holders we have, mason jars still need ?
 - ask venue if they allow open flames, if no we need to buy LED tealight candles
 - Decoration committee: lettucemeet to visit location
 - Follow up email has been sent about the space
 - Emma has sent out a request out Cecil Park Green House
 - On campus, \$350/hr
 - Booked
 - Deposit needs to get sent
 - Start selling tickets next week early bird rate -> \$5, regular \$10, \$15 final ticket
 - Fill out this when2meet <https://lettucemeet.com/l/aRe0M>
 - everyone do this



- Will be using the the electronic payment system
 - tutorial
 - everyone needs to read tutorial document on google drive and confirm with Amelia that they have read it by Friday March 1
 - email confirmation of ticket purchase
- Reminder: MUSA members do not have to pay for a ticket, but +1s do... venue opens at 5
- Emma will work with liquor service... we will get finger food catering, further update later
- underage OK, Emma will ask if we need 19+ wristbands distributed
- Photo booth? Update
 - Emma filled form, we are good for photobooth company
- Formal promotion-> instagram post out by friday at the latest!
- Lending Cables
 - Office has agreed to host them there
 - Creating the sign out sheet and keeping track is MUSA's responsibility
 - Who can create one
 - Mika will ask Mark about creating a "dad joke" poster about the cables
 - Mark is being questionable, we have asked Brett, Graeme? ...last resort ChatGPT; have this sorted out either by Sunday March 3 or next mtg
 - Mika will create the sign-out form
 - Update? Will be purchasing cables this weekend
- Create the Recital Raffle-> Google Form
 - Select winners toward the end of March
 - 5 winners: 3 undergrad, 2 masters
 - Emma will create a google form + send an email to winners
 - Include a screenshot receipt of your recital purchase
 - Made?
 - Promoted on instagram, email
- FBF -> March 1



- Where
 - Coffee from Tims, food from Blue Chip
 - Saya can you reach out to Blue Chip
 - Saya has already reached out about Blue Chip
 - Ben Du, AMS President mentioned reaching out to him
 - Blue Chip has offered to give us 15 % off coffee for fbf
 - Pick up-> Amelia, Jeremy, Denise; meet at Blue Chip at the Nest 830AM
 - Set up: Mika, JJ; Amelia will give keys to Mika
- Koerners the 29th at 7 pm
 - Will be out on the heated patio
 - Post for Thursday
 - Mika, Jeremy, Denise, Phoebe, Rue, Amelia, Emma can make it
 - Maryam leaving early
 - Phoebe coming late
 - JJ no; masterclass
 - Indira, Saya maybe
- Evanlegos photo
 - Evanlogos cannot stay after hours for us, can we do 12pm or 3pm on Sat March 2
 - 3pm works best for everyone
 - Emma, JJ, Maryam, Denise, Mika, Phoebe, Jeremy, Indira, Saya, Amelia, Rue
 - Dress code: blue, black and white accents; business casual (no jeans)
 - Execs be there at 2pm to take headshots
- Retreat April 7th, in the evening
 - Budget: \$350
 - Dinner, where?
 - New India Buffet, Happy Lamb Hot POT, Haidilao, Green Leaf
 - Emma will make a facebook poll



- Endorsement
 - constituencies get asked, MUSA should not give endorsements for elections... music students are already paying our fees by default
 - if agreed, we will communicate that
 - if we are to endorse, it's with the other constituencies to make a group agreement about the referendums
 - disagreements? no

- In-camera discussion
 - is MUSA willing to endorse a no-campaign against the referendum?
 - no disagreements
 - lasted 7 minutes

VIII. Action Items

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IX. Adjournment

“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 8:57am.”

Amelia Walker

President

UBC Music Undergraduate Students' Association

Respectfully submitted by



**Music
Undergraduate
Student's
Association**

**UBC Music Undergraduate Students'
Association**

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Emma Porter

Vice President of Administration

UBC Music Undergraduate Students' Association