

# **WATERLOO ENGINEERING ENDOWMENT FOUNDATION**

## **Board of Directors Meeting-minutes**

**Wednesday, Nov 23<sup>rd</sup>, 2005, 5 pm**

**E2-3324**

**Attendees:** Dean Adel Sedra, Maria Arshad, Brandon DeHart, Chris Pieneman, Jeremy Taylor, Denis Viens, Bill Puddifin, Matt Stevens, Amanda Hoff, Mike Spendlove, Katherine Chiang

**Regrets:** Karim Lallani, Kathryn Pomeroy, Nick Lawler, Matt Paznar

### **1. Approval of the agenda**

Approved by: Denis Viens

Seconded by: Katherine Chiang

### **2. Approval of minutes from July 22, 2005**

Typos: Second Page, “peripheral vision

Approve: Denis Viens

Second: Matt Stevens

### **3. Nominations and appointment of new WEEF Board Member**

3.1. Amanda Hoff (Society ‘B’ student representative)

Approve: Denis Viens

Second: Jeremy Taylor

All in favour

### **4. Nominations and appointment of new WEEF Director**

4.1. Maria Arshad (Elected Society ‘B’ WEEF Director)

Approve: Denis Viens

Second: Matt Stevens

All in favour-passes unanimously

### **5. WEEF Director’s Report for Fall 2005**

5.1. Term participation rates

- High participation rate
- ECE-low participation - Proposal for third year room would have been helpful to promote WEEF, as ECE third years have the highest refund rate. ECE reps vetoed and said no.

5.2. Fall 2005 Funding Decision and Approval

- Total funding given away this term is \$ 75,000, as set in last term’s meeting minutes. Everyone agrees with \$75,000.
- Architecture got a big share. It was made clear to them the trend won’t stay
- No funding for lights/paint or any sort of building material
- Machine Shop proposal: the proposal was for upgrading, will ask John about coming back next term
- Chairs for the library: no, because WEEF does not fund furniture
- The library should make a joint proposal with all the endowment funds. WEEF can only fund books

- What is Grand House? It is a project to build student housing, but it is completely student hand built and designed by the architecture students. Architecture should get other departments involved in this project.

Motion to approve funding allocation:

Approve: Matt Stevens

Seconded by: Denis Viens

### 5.3. Update on School of Architecture

- WASA- talked to the whole crowd about refunds
- It is a voluntary student contribution
- Out of Country students should fax watcard copy and forms
- Architecture delayed the refund process because of late faxes.

### 5.4. Orientation Week activities

Logo on t-shirts

Mike Spendlove speaking at Meet Edcom

Price is right

## 6. Discussion items

### 6.1. WEEF Funding Policy

- WEEF shy of purchasing laptops. Laptops are good items for student teams. Nothing in bylaws or rules against laptops.
- The items that cannot be purchased by WEEF should be mentioned on the website: no uniforms, furniture, (no food and no travel)
- Funding council should decide on whether or not fund laptops. Decide on case by case basis.

### 6.2. Hard/soft copy of proposals

- Create fail-safe policy.
- On-line submission system-limits the amount of words
- It might be hard to maintain. It will be hard to use or put tale and figures
- A trial can be used for one term. Mention on the website that if they are unable to use it, they can contact WEEF director. The database should allow excel attachments

## 7. Other Business

### 7.1. WEEF office renovations

- Plant Ops doesn't have time
- Another WEEF publicity idea: Marketing in each department with a poster specific to that department that says, this is what WEEF bought you.

## 8. Financial status of WEEF, as of Wednesday, Nov 23<sup>rd</sup>, 2005

WEEF principal as of Wednesday November 23<sup>rd</sup> 2005 is \$6,369,917.02

Motion to Adjourn meeting

Approve: Denis Viens

Second: Jeremy Taylor