**EXECUTIVE TEAM MEETING MINUTES**

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| **GROUP:** | Ontario Tech Engineering Students’ Society |
| **LOCATION:** | Online |
| **DATE:** | Monday, August 19th, 2024 |
| **TIME:** | 6:30 pm - 7:30 pm |

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| **No.** | **Topic** | **Type** | **Suggested Start Time** | **Speaker(s)** |
| **1** | **Call to Order** |  |  | Chair |
| **2** | **Standing Items**   * Agenda * Meeting minutes |  |  | Chair |
| **3** | **Executive Reports**   * President * VP Finance * VP Internal * VP External * VP Academic * VP Marketing * VP Social | Information |  | President  VP Finance  VP Internal  VP External  VP Academic  VP Marketing  VP Social |
| **4** | **Creating Budget for Portfolios** | Discussion |  |  |
| **5** | **OTSU Credit Card** | Discussion |  |  |
| **6** | **1st Year Class Presentations** | Discussion |  |  |
| **8** | **New Business** |  |  |  |
| **9** | **Adjournment** |  |  |  |

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| **Executive** | **Position** | **Present / Regrets** |
| Gary Madhan | President |  |
| Nabihah Khan | VP Finance & Administration |  |
| Alveena Shrestha | VP Internal |  |
| Ava Dikbikian | VP External |  |
| Hamda Noor | VP Academic |  |
| Ansgar Alvares | VP Marketing & Design |  |
| Liam Reid | VP Social |  |
| Wara Jawad | Secretary |  |
|  | Chair |  |