



## Meeting Minutes

Monday, May 15<sup>th</sup> at 1:00 pm

Mechanical Tables / Fishbowl

### Attendees:

Jose Carballo – Vice President  
Friendly Visitor – Michelle Smith

Kathleen Boland – Secretary

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### Events, Activities and Tasks

1. Send out list of new officer's positions and duties.
2. William or Sean needs to *change the officer list* and *update the member list* in both Blackboard and ASME.org.
3. William needs to change the treasurer's name at Federal Credit Union.
4. Kathleen and Jose will make a format of flyers.
5. Calendar of Events: William and Jose.
6. Seek an advisor and talk to Dr. Dubey.
7. Set up a meeting date with the new officers in the first week of the Fall semester.
8. Student Leadership Seminar: (*about September*) Start Fundraising!
9. List of Officers:
  - President: William Krichman
  - Vice-President: Ali Wajahat
  - Competitions Chairs (Student Design and Electrathon): Fabian Farelo & Sean Hollis
  - Treasurer: Humberto Gomez
  - Secretary (historian): Nyssa Masters
  - Advertisement and Recruitment Chairs: Viktor Skowronek & Tuan Tran
  - Webmaster: Sean Motta & James Rachwal

Meeting was adjourned at 1:00 pm by Jose. The next Officer Meeting is TBA.

Minutes submitted by: Kathleen Boland – Secretary