

## MEETING MINUTES

<b>Meeting:</b>	General council Meeting		
<b>Date of Meeting:</b>	December 11 <sup>th</sup> , 2023	<b>Time:</b>	07:30 PM – 08:30 PM
<b>Minutes Prepared By:</b>	GSA VP Academic & External Relations - Ramya Nekkanti	<b>Location:</b>	GOOGLE MEET
<b>1. Meeting Objective</b>	General Council Meeting		

### 2. Attendees

**Council Members:** Khalid Iqbal (President), Ramya Nekkanti (VP Academic Affairs and External Relations), Shihab Sharar Isa (VP Finance & Services), Kavya Sathya (VP Student Life)

**Management:** None

3. Agenda and Notes, Decisions, Issues	
Topic	Discussion
General Meeting	<ul style="list-style-type: none"> <li>Shihab initiated the meeting to finalize the AGM meeting, FSC committee meeting and formation of the FSC committee.</li> <li>Shihab suggested having an AGM meeting on 21<sup>st</sup> of December and asked the team to approve it, seeing no oppositions, the motion was approved.</li> <li>Shihab updated the team that we should be sending emails to all the GRC representatives regarding the AGM meeting.</li> <li>As a team, we have decided to hold an FSC committee meeting on 19 December to give ourselves time to make any necessary adjustments to the budget or to check whether any documents were overlooked before the AGM meeting.</li> <li>Shihab advised the team to take the initiative to send emails to the FSC committee members for the FSC committee meeting and Khalid confirmed he will be doing it.</li> <li>Ramya asked the team if we should check with GRC representatives if they were available for the AGM meeting. The team opted to fix the meeting and let them know as it was not stated in the bylaws.</li> <li>Khalid raised an issue regarding selecting the fourth person in the FSC committee and Kavya suggested asking all the GRC representatives officially and see if anyone is interested in volunteering and seeing no objections the motion was passed.</li> <li>Shihab and Ramya requested Khalid to share the google drive link to access and review all the documents for the AGM meeting and Khalid replied he will be doing it as soon as possible.</li> </ul>

- Shihab recommended having a meeting on Friday i.e. 15<sup>th</sup> December, just to review all the documents and seeing no objections from the team the motion was passed.
- Shihab suggested the team to plan for any get together event, like guru Kitchen by the start of next semester as our budget will be finalized, and all the team members agreed to it.