**EWB-USA DU Week 1 General Body Meeting - Meeting Minutes (9/20/16)**

* New member introduction/registration
* Upcoming Events:

|  |  |  |  |  |
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| Event | Date | Time | Venue | Notes |
| Activities Unlimited | Wednesday,9/21/16 | 4pm-6pm (3:30pm setup) | Lancaster Walk | People helping: John, Veronica, Soumya (set-up only), Peter, Elena, Roxanna, Teja, Pratik |
| NSBE, ASCE, SWE, and EWB BBQ/Potluck | Thursday,  9/29/16 | 5pm-7pm | Buckley Field | Contact for the event: Yasmina Shields, President of ASCE (yas29@drexel.edu) |
| EWB Meet & Greet & Eat | Monday of Fall Term | TBA | TBA | People helping: people asked to email if interested in helping |
| Northeast Regional Conference | Friday-  Sunday, 11/4/16-  11/6/16 | 4pm on Saturday to 12pm on Sunday | Boston University | Register [here](http://ewbusaconference.org/events/2016-northeast-regional-conference/#registration_hook).  Member early bird: $125  Non-member early bird: $150  \*Applications for conference will be emailed within the next 2 weeks. |
| EWB Inter-Chapter Mixer | Saturday, 11/12/16 | TBA | Drexel campus | Contacted EWB chapters in the tri-state area for the mixer |
| Miramar Travel | December break | - | El Salvador | \*Applications for travel will be emailed in the upcoming weeks. |

* Departments:
  + Design
    - UTC
      * Have people come in and do hands-on work
        + Help weed, plant, harvest during workdays
        + Figure out which places need maintenance for structure
      * Improve communication and relationship with Sue
    - Miramar/La Ceiba
  + Marketing
  + Fundraising
  + Tech
    - Working on website and managing Google Drive
  + Global Relations
* Every department:
  + Overview of the department/plans/updates
  + Weekly meeting day/time/location
* Pre-trip reports/due dates:
  + 525 (pre-implementation) for biosand filter project - 8 weeks prior to travel (mid-October)
* Elections:
  + Next Tuesday, September 27th, from 5-6PM (during GBM)
  + ~~DragonLink ballot for all positions~~
    - Use Google poll instead
    - All elected department heads will be choosing a member to mentor for their positions as well, so if you are specifically interested in taking a lead, be sure to talk to the respective department head.
  + Positions currently offered and up for nomination:
    - Executive board:
      * President
        + Hannah, John
      * Vice President
        + Will, Kat, Donna
      * Treasurer
        + Bairavi
      * Secretary
        + Pratik
      * Event Coordinator
        + Kat, Lindsey McCarthy
      * Membership Coordinator
        + David R, Peter
    - Department Heads:
      * Tech
        + Pratik
      * PR/Marketing
        + Abhishek
      * Fundraising
        + Megha
      * Global Relations
        + Mario, Veronica
      * Design
        + Veronica, John, Hannah, Jane
        + Project lead positions:

Miramar

La Ceiba

Urban Tree Connection (Teja)

* Open Floor