**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: $125Non-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