

# 8th Organizing Meeting

## Call to Order

The meeting was called to order at July 11th 7AM PST.

## Roll Call

### Part I:

Present: Aliza, Joanna, Marx, Reem (Advisor) Absent: Jose

### Part II:

Present: Aliza, Joanna, Marx, Reem (Advisor), Keegan Absent: Cameron, Keegan

## New Business

## Motions and Voting

1. Motion to finalize date of September 13th, 3-9PM Result: Passed (Keegan, Aliza, Joanna, Marx in favor; Cameron and Jose pending)
2. Motion to keep FYP Annual Cohort at 10 youth members selected by committee with feedback from past cohort Result: Passed (Keegan, Aliza, Joanna in favor)
3. Motion to establish minimum contribution requirement for General Partners Result: Passed (Keegan, Aliza, Joanna in favor; Marx opposed)
4. Motion to keep YPA as General Partner Result: Failed (Keegan, Joanna, Aliza opposed; Marx in favor)

## Program

- Aliza to finalize 10 Cohort List
- Aliza and Jose to finalize 1st Panel speakers

- Decision: No keynote speakers at the end, replaced with Closing Remarks
- Keegan and Marx to provide 2nd Panel Cohort/Speaker list by Friday

## Project Management

- Aliza to outline Tasks & Management Needs
- Joanna and Reem to develop Management Plan
- Joanna to create Networking Section Plan

## Partnerships

- Marx to follow up with YPA
- Keegan to follow up with AAP and Lookup
- Keegan to develop one-page Impact & Marketing Plan
- Discuss engagement with Student Organizations and 2023 Cohort

## Logistics

- Joanna to negotiate Venue Contract

## Future Planning

- SXSW proposals due July 22, 2024
  - Aliza to work on Panel 1 Proposal
  - Marx to work on Panel 2 Proposal

## Old Business

Brief updates were provided on the following:

- Venue selection progress
- Panel speaker nominations
- Networking section planning
- Partnership outreach
- Impact plan development
- SXSW proposal progress

## Action Items

- Finalize event agenda
- Complete panel speaker selections
- Develop project management and networking plans
- Follow up with potential partners
- Negotiate venue contract
- Progress SXSW proposals

# Adjournment

The meeting was adjourned at July 11th 9AM PST. The next meeting will be scheduled via the committee's usual communication channels.

Minutes submitted by: Marx

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Revision #2

Created 11 July 2024 16:24:39 by Marx

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