ALL ATTENDANTS: Please inform President of your presence.
Approved Absences: Levi Brown

PROXY: (Person for person)

Quorum Count:

Ratification of the Agenda

Ratification of Last Council Meeting’s Minutes

Executive Updates
President Andrew Cook
VP Student Life Marko Maric
VP Academic Liam McDermott
VP External Michael Meier
VP Finance Nick Alvarez

Motion 1: Substitute Invoice Form
Whereas, the MES currently has no way of purchasing used items without a proof of purchase. Whereas, this form will allow council members to make purchases on behalf of the MES that they would otherwise be incapable of making. BIRT, "The Substitute Invoice Form for Items bought/sold Without an Official Proof of Purchase" be added to the MES policy manual and made official.

Motioned by: Luka Samac
Seconded by:

Motion 2: Finance
Whereas the MES Council must approve the operating budget each year, Whereas the operating budget is to approve the immediate use of funds and will be finalized by ratification at SAGM 1. BIRT the Council approve the operating budget as presented by the VP Finance

Motioned by: Nick Alvarez
Seconded by:
Presentation: When I Say Policy You Say Manual
By: Matt Vukovic

Other Business

COOCS: McDonald’s Water Containers for WW2016
Containers are currently on rental from privately owed McDonald’s franchise in Stoney Creek. The deposit for each container was $25 each. They are durable, keep water cold fairly well, and bright red and yellow (to match the colours of Mac Eng). Wondering if they should forfeit the deposit to keep the containers for other events or return it.

Motion to Adjourn the Meeting

Motioned by: 
Seconded by: 

Prepared By Jocelyn Lee
avp.administration@macengsociety.ca
McMaster Engineering Society - Substitute Invoice for Items Bought/Sold Without Official Proof of Purchase

*Please print clearly and fill in all fields

*This form will substitute a receipt when submitting an Expense Report

Date (dd/mm/yy): _____/_____/_______

Buyer’s name: ____________________________  Buyer’s email: ____________________________

Seller’s name: ____________________________  Seller’s email: ____________________________

Item Name: _______________________________  Price: __________________

Item Description:  Additional Notes:

I certify that all the information presented here is correct and complete.

_______________________________________  _________________________________________
Buyer’s signature  Seller’s Signature