



**University of Toronto Mississauga Athletic Council**

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**Minutes 23rd of Sept. 2009**

1) Budgeting:

- Event budget for semester 1
- Promotional budget
- Fahad will send out an email with all the specifics.

2) New procedures for events:

- Everyone who is in charge of an event must: create the Facebook event and e-mail mailing list. Also must e-mail Anna what they want on their posters.
- Lastly, e-mail everyone with numbers, what is expected of everyone else and any money that was used

3) Anna is in charge of the design of hoodie (must be ready for next meeting)

- Hoodie will say UTM athletics
- Intramural shirt: UTM athletics and UTMAC sign
- Andre needs to get all the sports rosters

4) Ashley needs to give Katie the breakdown of all the expenses (i.e. who is owed what) by Wednesday.

5) Office hours are posted in the office. E-mail Katie with any changes you want to be made into the empty spots.