

**March 30th, 2020**

**Anne Truong, 1st Year Social Representative**

### 2019/2020 Year End Officer Report

#### **Throughout Year**

- Member of Social Committee (VP Social + Social Reps) and Blue and Gold Committee
- Made class announcements for social events
- Held polls on the 2023 class page to determine what the class wants for an event
- Distributed tickets for APSA events
  - TIP: Make a tracker for payments (Google Sheets or even Notes) as it can get chaotic very quickly (people combining payments/needing change, etc.)
    - Track paid/not yet paid, cash/e-transfer, names of students
- Responded to messages/comments about events
  - Do not make up stuff, reach out to others when necessary (e.g., Social Committee)
  - Be responsive to feedback about events
    - I did some 1-on-1 meetings with people who wanted to tell me ideas
- Though not necessary since you're an officer (no voting rights), I highly recommend attending weekly General Council meetings in order to understand APSA as an organization, pharmacy culture, and bond with others

#### **October 2019**

- Tuesday Wing's Night at Brewster's
  - Made FB event, had an earlier and later party with delegated proxies (people who would lead groups to the event)
- Halloween Party
  - Rented Ritchie Community Hall
  - TIP: Begin organizing event logistics minimum one month in advance in order to...
    - Streamline repetitive communication/advertisement to the class
    - Establish a clear budget for the event from the budget APSA sets aside for your class
    - Get event approved on BearsDen
      - Allows ability to receive reimbursement for venues
    - Minimize your stress!
      - I had to attend three consecutive meetings with the Community Hall in a week because I started logistics late, not recommended
      - Figure out tech

#### **December 2019**

- Christmas Party at SUB
  - Board games, Tim Horton's donuts and hot chocolate

## January 2020

- Formed Events Committee
  - Drive link: [bit.ly/2023Events](https://bit.ly/2023Events)
  - Facebook group link: <https://www.facebook.com/groups/2534909643448532/>
  - Class photo album link: [bit.ly/2023Memories](https://bit.ly/2023Memories)
- Escape Room Night at SmartyPantz
  - Everyone pay their own
  - Registration through Google Form
  - Groups were randomized to facilitate class mingling, with friends paired together (but not more than 2)

## Ongoing

- Blue and Gold Committee
  - Searched for venues
  - Biweekly —> weekly meetings as the event comes nearer
  - Events Committee did bulk of performance/dance/skit work (thank you ❤️)
    - Recruited interested classmates through Google Forms