

TIME: 16:30 – 17:30

LOCATION: Building 1910, Room 111

GUESTS:

ABSENT WITH APOLOGY:

- 1. Welcome
- 2. Formalities
 - Election of Chairman
 - Approval of minutes from the last meeting (available via Dropbox)
- 3. Conference evaluation
 - Update on the budget
 - Our own impressions (what was good vs. what could be better)
 - Feedback from speakers
 - Feedback from participants
- 4. General Assembly
 - Suggestions, ideas for 2020-2021
- 5. Guidelines for social media
- 6. Template/checklist for future events
- 7. Any other business?

