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Report of the Vice President Internal

### May

* Transition with Rebecca, met online and went over the exit report and some next steps / summer work
* Booking Arts Lounge for OASIS; other groups cannot book during our summer hours - OASIS is an exception!
* responding to constituent and group emails, working out some missing documents etc.

### June

* Created the Council FB page, working on getting departmental contacts - some departments already sent to the Internal email, some I’ve pulled from elections ssmu, others have yet to confirm or tbd.
* Booked Arts lounge on 30th for Frosh
* Filed liquor permit app, waiting to hear back from McGill for landlord letter,
* Writing a nice “hello” letter for Janet Martone, big ty to Rebecca for pre-booking Arts 160 and LEA 232
* responding to more constituent emails, missing cheque?
* following up with the AUS awards contracts for Mia, some are online
* Looking over the FEARC documents, hoping to get an insert design for the Frosh Bags
* Waiting to hear from CLE for our Discover McGill table

### July

* Liquor permit application for BDA and Frosh, ran into trouble with McGill and our Insurance
* Going through AUSEC bylaws, transition report outline
* Planning out actions plan for FEARC

### August:

* Liq Perm. whole process took about a month to figure out, managed to get the regie to give us our permit ahead of schedule.
* wrote up the FEARC Applcation
* consideration of a new FEARC supervisory position
* consideration of a new room booking process
* Departmental Orientation planning, presentation and going over previous presentations.
* Pre-booked rooms confirmed, prebooked liquor permits need to call

Respectfully Submitted,

 Kevin Zhou