ACM Officer Meeting Minutes

# Call to order

An officer meeting of **WVU ACM Student Chapter** was held at **Advanced Engineering Research Building 302** on **11/08/2018**.

# Attendees

Attendees included **Di Pang, Rebekah Kambara, Catherine Hines**

# Reports

In this meeting, we discussed the Hour of Code Event. This event will take place on December 8, 2018. We will have a practice run to ensure the room’s equipment is functioning as expected a few days prior to the event. Rebekah will be creating flyers and will contact local schools. Di will print the flyers once they are finalized. The next officer’s meeting will take place on Thursday, November 15, 2018 at 5pm in AER. Prior to the next meeting, all members are asked to find 2-3 examples of Hour of Code projects that they liked (<https://code.org/learn>).

# Schedule of upcoming events.

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| Date | Time | Event |
| 11/15/2018 (Thursday)  | 5:00pm | Meeting to bring everyone up to speed on the Hour of Code Event.  |
| 12/8/2108 (Saturday) | TBD | Hour of Code Event |
| Reminder:  | At your earliest convenience | West Virginia University Required Online Training |

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| Catherine Hines |  | 11/08/2018 |
| Secretary |  | Date of approval |