



# MEMO

*From the office of the...*  
**Sponsorship & Donations Committee**

---

TO: Members of the Executive Board  
FROM: Jess Anderson, AVP (Finance)  
SUBJECT: EB Report for Sponsorship and Donations  
DATE: February 25, 2020

---

Dear members of EB,

On Wednesday, January 29<sup>th</sup> the Sponsorship and Donations Committee met to review various applications that we received over the winter break and throughout the beginning of January. This memo is being sent almost a month later due to the committee not being able to reach quorum in person and needing to circulate the decision via email. This semester we have had difficulty arranging meetings as there is no time that everyone is free within the week. Additionally, the requests reviewed on January 29<sup>th</sup> required me to communicate back and forth with the groups in order to acquire an agreement that both parties were happy with (and that was agreed upon at our meeting). In this deliberation, the decision was as follows:

1. Donation of \$250 to Vaishna Kumaran to help alleviate the costs associated with registration and attending HOSA.
2. Sponsorship of \$100 to the Arts and Science Musical in exchange for a quarter page promotion for the MSU in their programme pamphlet.
3. Sponsorship of \$250 to MacAfricans in exchange for the MSU logo included on their promotional material and social media moving forward. The MSU will also receive acknowledgement within their event programme and also verbally at the end of the show.
4. Sponsorship of \$250 to the Moscars for the Contributor level Sponsorship which includes the MSU logo on their website, printed promotional material and recognition on social media.

This is the seventh time this year that the Sponsorship and Donations Committee is making a recommendation to the Executive Board. Should these 4 requests be approved, our Sponsorship and Donation Fund will be sitting at \$1370 remaining.

I am available to answer any questions that you might have.

Thank you,  
Jess Anderson  
Associate Vice-President (Finance)  
avpfinance@msu.mcmaster.ca