

	Task	Status	Time (Hours)
<b>6th November to 1st December</b>	Council meeting	Completed	2.5
	Staff exec meeting	Completed	1
	CRO/DRO Positions announcement, Contract modifications and signatures	Completed	1.5
	Execs winter frosh brainstorming	In progress	2
	Policies committee meeting	Completed	1
	Jacket Sourcing	Completed	4
	Exec task list	Completed	2
	Team GSA meetup plan and procurement	Completed	5
	IEAC collab food quotes	Completed	3
	TD bank signatory update	Completed	1
	Winter frosh brainstorming V2	In progress	2
	Winter frosh quote collection	Completed	2
	Jacket vendor meeting	Completed	2
	Budget formation	In progress	6
	Faculty allocation application review (Total)	Completed	12
	Policies review and modification noting	In progress	5
	Expense report forming	In progress	3
	<b>Total</b>		<b>55</b>