

# SUFAC

## Meeting Minutes for 28 Jan. 2010

### I. Call to Order

SUFAC Chair Lynsy Beckett called the meeting to order at 5:20 pm.

### II. Roll Call

- a. **Members Present:** Lynsy Beckett, OFO, Jessica Olive, Joe Xiong, Lindy Vang, Sophie Nelson, Dominic Petroni, Jeff Watts, John Landrum, Tiffany Willhelm, Ryan Conohan, Matt Balsom, Riley Peterson

### III. Recognition of Guests —

Andy Blonigen, Emily Burkert French Club; Ben Hogan, Tim Kiefer Jazz Society; TJ Wheiland, Jody Weyers American Red Cross Club; Rebekah Kopesky, Drew Schreurs InterVarsity; Samantha Olesiak, Sam Matthews Pre-Med Club; Miranda Seitz, Jeffrey Mayefsky SAGA-FW; Sheepshead Review

### IV. Reports

- a. **OFO:** Contingency is \$27, 289.84. Small org start up is \$700.00.
- b. **Senate:** no report
- c. **Vice Chair:** Welcome back everyone. We learned a lot of great ideas at the SUFAC summit.
- d. **Chair:** announcements at the end.

### V. Approval of Agenda-

Lynsy entertained a motion to approve the agenda with changes. 4E removed and SASU removed. SAGA FW will be after American Red Cross. SGA in Action items will be removed and 4E contingency will be replaced from 12/10 meeting. Sophie motioned. Jessica motioned. Jessica called the question. Jessica acclimated.

### VI. Approval of Minutes-

Lynsy entertained a motion to approve the minutes. Sophie seconded. Jessica called the question. Jessica acclimated.

### VII. Discussion Items

- a. **American Red Cross Society Budget:** we are asking to hold an event. It is an awareness campaign. WE are holding a concert in the Phoenix club on March 26. We will use the music to draw people in and promote our club and the Red Cross. During the intermission we will have a few speakers share their stories from the Red Cross. We will advertise through table tents, Facebook, posters, the radio station, and we will contact Phlash TV. We are asking for funding for the advertising as well. Jessica asked if they need to compensate the speakers during the intermission. No, the speakers are a family who had a house fire and a teacher at a local high school just to name a few. OFO asked if \$400 was the amount determined by the Red Cross and the Musician. Yes, he did this last year and was ok with the amount.
- b. **SAGA- FW Budget-** S&E \$100 which includes photocopying, duplicating, etc. Capital items consist of a \$48 org banner. We will use it for the political campaign in the fall. We will also include a \$40 rainbow flag to draw attention. \$375 for org tee-shirts that will advertise the org are also among those. Rights for 3 movies are determined to be \$750. We will also be working on a drag show for \$800. Food includes \$60 for milk and cookies. Pizza and punch at \$120 for the spring and fall social for recruitment. Org Smorg and catering for the drag show is determined at \$300. \$80 per student for a trip to Ann Arbor Michigan. Lindy asked what \$800 was used for the drag show. We would like to find better known artists to come so that more students will show up. Jessica pointed out that it is a standing SUFAC guideline that we don't fund tee-shirts. If the money was funded would you charge for the tee-shirts to bring in revenue? Yes, most likely we would charge. Jessica asked if it was possible to combine the banner and the rainbow flag

to combine costs a bit. It is possible, but the flag stands for more than just the org so we would like to separate that a bit. OFO asked what products would be purchased for \$75 for Orgsmorg. Items like cookies. Jessica asked where the capital items would be stored. In the drawer in the Org Suite. OFO asked what types of subscriptions would be purchased for \$45. LGBT cause magazines. We have not purchased them this year because the advocate is in a revamping time. Jessica asked if they plan on charging nonstudents for events. Yes, we do.

- c. **Intervarsity Budget-** Committed is \$370 that includes general supplies, duplicating, subscriptions, photocopying, postage, etc. Contractual includes a Swing Dance that is \$500; Student outreach at \$2000, and Two speakers at \$4000. Food includes a Pizza party in September at \$400. Travel includes a retreat at \$4,836. For travel we take our own cars. Trip 2- Chapter Focus Week- \$6,789 grand total; for leadership training and workshops. Winter conference in Milwaukee for 40 people total registration at \$2000. Total trip \$3,364. SUFAC is \$1,109.36. Trip total is \$4,779.47. Contractual \$6,700. Jessica stated that there was a 4 vehicle increase in the two trips for 5 more students present. OFO asked if they looked into taking a bus. No, we weren't aware of that. Lynsy asked if they will work with OFO to get the numbers for the contracted Lamer's Bus service. Yes, absolutely. OFO will then give the updated numbers to the board at D-Day. Jessica asked if they had gone on the trips before. Yes, one member presenting had participated in the fall conference since her freshman year. Jessica asked the same things for the contractual items. Nothing is tied down yet due to costs, InterVarsity speakers will most likely be a comedian for an event and a speaker to motivate students. Joe asked if the cost for the dance went to hiring an outside source. It goes to drawing prizes and hiring an instructor to teach dancers. OFO point of information: if the instructor is employed by the UW system payment will be more with back taxes and they will be paid through payroll. Jessica asked if they looked into cosponsoring any events. We had talked to GTP, but we didn't receive a response yet from last semester. Jessica clarified the subscriptions were for copyright.
- d. **Pre Med Budget-** capital items consist of photocopying, supplies, MCAT Info, etc. Capital items total is \$207 for a MCAT Workshop. Food- \$150. Travel- \$280.20 for a trip to Milwaukee. Annual Medical Conference- most recent was in Chicago; however the next is not yet known. Estimated cost with registration is \$3,500 with room and board and transportation is \$7,778.67. As a point of information the name change will have to stay the same but once determined it will have to be reallocated because mileage will change. Jessica asked where the books will be stored. In the library on the 3<sup>rd</sup> floor reserves. Jessica asked if any of these trips occurred before. Yes, the med school mock interview in Milwaukee was done before. We get practice and critiques on what to improve when applying to med school also give helpful hints for the MCAT.
- e. **Sheepshead Review budget** -we have really been trying to build our resumes and our outreach is working and we were just contacted by Bay Port High School to bring in their students so they can learn how to write in college. We have done commercials through Phlash TV in exchange for advertisements in our journals. We do the same through 4E; advertisements in exchange for advertisements. We have started going to campus preview days to bring in new freshman. We are trying to do an online Alumni issue. We will be outreaching for more online space and we will be asking for some money. S&E- \$2,143 for expensive toner, subscriptions, duplicating, computer chargers, etc. Food- we have cake that we pay out of agency at our launch party. We went to the AWP conference last year and we are hoping to continue this annually. The group registration for 4 people would be \$180 total lodging is \$1184 total trip \$2114. SUFAC would contribute \$1309. However, flights do change. We estimate 1 night for 5 possibly 6 people for 3 rooms at \$165. We get interview opportunities. Total travel is \$1759.63 for SUFAC. We are grateful for all the SUFAC support and we are really making a difference and getting out in the community for help. Tiffany asked how you decide which students travel. We try to choose upper editors. Typically they have gone in the past but will continue for semesters after. These students generally go for leadership opportunities and bring back

the ideas to the rest of the org. Jessica asked if they charge businesses for advertisements. Yes, and they will come back to SUFAC by revenue at the end of the year. Jessica asked if the cost included color copies. Yes. Jessica asked when they switched from Black and White copies to color. Two semesters ago and it was within hundreds of dollars vs. thousands for the quantities we obtain and is well worth the money. Jessica asked what the journal goes for. For non students on campus it is \$2, \$1 for students if they want additional copies and \$4 for community members. We reserve a few cases for use on campus classes and upcoming freshmen so we keep about 200 additional copies.

- f. **French Club Budget-** S&E- \$100 which includes postage, photocopying, duplicating, etc. Contractual- Victoria Box has been here in the past and is a big hit at \$1500 with expected revenue at \$700. SUFAC cost is \$800. We will charge more for nonstudents. Sammie is a Folk Artist- \$1,750 is the total SUFAC cost. Elise Parker and the poor people of Paris is a French Jazz musician with SUFAC cost is \$750. Moliere than thou is a one man act is a great performance is \$1500 with SUFAC cost at \$1150. Total Contractual is \$4050. Food- Brownies and lemonade at \$143 for Victoria Box. Sammie McQuin concert would have \$88 for salsa and chips and lemonade. Final cost is \$312 for SUFAC after a 3<sup>rd</sup> event where brownies and lemonade would be served. Total is \$4,562 being requested. Jessica asked how many students attended the Victoria Box concert. We filled the Christie and actually it was a fire hazard so we have to have it 2 nights. Moliere than Thou has been here before had about 120 in the University Theatre because we had an agreement with the theatre department. Jessica asked if these were already ranked. Program 4 and program 2 would actually be switched giving the rank 1,4,3,2. OFO asked why they are giving \$300 back to SUFAC. We count that at revenue after about half of membership is put in the agency.

## VIII. Action Items

- a. **Chinese Club-** Lynsy entertained a motion to approve the request. Sophie asked the total. \$207.20 which includes small gifts. Sophie motioned. Jessica seconded. Jessica mentioned that she felt the small gifts were necessary because it would bring in more students. OFO stated that half of the request was in small gifts and maybe more should be spent on food. There was also a note by OFO that advisors were included in food. Jessica motioned to enter committee of the whole. Sophie motioned. Jessica called the question. Jessica acclimated. There was a voice vote. Jessica motioned to exit committee of the whole. Sophie seconded. Jessica called the question. Sophie acclimated. Jessica called the question. Roll call vote- 8-0-2. There was a recommendation that non students be charged for the meal.
- b. **Phoenix Optimist Club-** \$759.60 is the total request. Jessica motioned to approve. Ryan seconded. Joe called the question. roll Call vote- 8-0-2.
- c. **4E Contingency-** All items will be purchased from the reserve. Lynsy stated the 4E is designed to become self sufficient. This way they can keep a portion of their ad sales and purchase any capital items that could potentially arise. They earn the money but they have to ask us to take it out. Jessica motioned to approve. Jeff seconded. Joe called the question. Roll call vote 7-0-3.

## IX. Review of the Requests

Jessica asked if when we encourage groups to cosponsor with GTP, do we follow up with the group. Lynsy stated that these are more just point of information for the group and more times the groups take that in mind and will bring it up. OFO asked if some organizations are bringing in musicians and artists can they potentially be brought in by GTP at a reduced rate. They have to go through Grant Winslow so some may be, but NACA is after and they need to pay up front. Jessica asked if smaller orgs could purchase insurance similar to GTP when they have large concerts. We take a hit and potentially could lose all money if it falls through.

- X. **Announcements-** If you have questions before the meeting please sit down with Lynsy and Jessica so they can be answered and they can help you come up with questions to ask

presenters when they are presenting. We are the representatives so we have to know where the meeting is going. Thanks all for coming. Please ask questions! Lynsy graduates in May so if you are interested in taking on leadership roles.

**XI. Adjournment-** Lynsy motioned to adjourn. Tiffany seconded. Jessica called the question. Sophie acclimated. Adjourn at 6:53.

Respectfully submitted by:  
Amanda Hart  
SUFAC Administrative Assistant