SUFAC Meeting Minutes

November 5th, 2020 5:15pm

Virtual Meeting

1. Call to Order
	1. Chair called meeting to order at 5:17 PM
2. Roll Call
	1. Members present: Reese Eckenrod-Snyder, Haley Marks, Tanner Marvin, Sierra Miller, Riley Drew, John Landrum, Guillermo Gomez, Ester Nalukwago, Lea Truttmann, Connor Jackson
3. Recognition of Guests
	1. Isabelle Austgen, Alternate Theater
	2. Nicholas Boulanger, ES & PGSO
	3. Jordan Cioni, Engineering Club
	4. Andy Weigel, Engineering Club
	5. Shad Kraftson, Athletes in Action
4. Approval of Agenda
	1. Haley moves to remove Ballroom Dance, Sierra seconds. Voice vote. Consent. Motion carries
	2. Reese entertained a motion to approve the Agenda. Haley moved, Riley seconded. Voice vote. Consent called. Motion passes.
5. Approval of Minutes
	1. Reese entertains motion to change Agenda under Approval of Minutes to Minutes. Sierra moves, Riley seconded. Voice vote. Consent called. Motion passes.
	2. Reese entertained a motion to approve the Minutes. Riley moved, Sierra seconded. Voice vote. Consent called. Motion passes.
6. Reports
	1. OFO: Committed is at $33,015.80, and org startup is at $1,500
	2. Liaison: All set and ready to hear more org budgets this week
	3. Senate: Senate meeting this week, guest speaker about current activism on campus, if interested send an email to senate account, updates given about childcare grants
	4. SGA Exec: Exec meeting this upcoming week, also talked about childcare grants
	5. Vice Chair: Communicating with orgs from last week’s meeting to make updates or follow up with any questions and answering questions for upcoming budget presentations
	6. Chair: Emailing orgs and working on budgets
7. New Business
	1. ES & PGSO – Total Request =$4,325.73
		1. Committed
			1. $40 in general supplies
			2. $25 in digicopy
			3. $15 in postage
			4. $20 in subscriptions
		2. Contractual
			1. Speaker 1 expected cost $875
			2. Speaker 2 expected cost $875
			3. Speaker 3 expected cost $875
			4. Speaker 4 expected cost $875
		3. Food
			1. Spring Semester Social expected cost $150
			2. Holiday Social expected cost $150
			3. Undergrad and Grad Mixer expected cost $150
		4. Travel
			1. Peninsula State Park, WI
				1. SUFAC contribution = $275.73
		5. Questions/Comments
			1. Sierra: for the subscriptions, are they for members or for the club, and where will the materials be stored?
				1. Answer: I think that is an error. Sierra asked to move it to digicopy, org rep agreed
			2. Sierra: it says 15 people attending and 3 vehicles, will that be enough?
				1. Answer: It depends on how many people come.
				2. Haley: did you want to add a 4th vehicle?

Answer: yes

* 1. Alternate Theater – Total Request = $6,351.94
		1. Committed
			1. $250 in general supplies
				1. Decorations for org events, streamers, and additional items
			2. $200 in digicopy
				1. Photocopying for org functions, such as scripts and workshop materials and posters for studio productions and org
			3. $200 in subscriptions
				1. Purchasing scripts for potential studio productions and scripts for learning material
		2. Contractual
			1. Studio Production Budget expected cost $2,000
			2. Workshop Budget expected cost $1,000
		3. Food EXCEPTION REQUESTED
			1. Coarse Awards expected cost $900
		4. Travel
			1. Overnight Theatre Trip
				1. SUFAC contribution = $1,712.94
			2. Day Theatre Trip
				1. SUFAC contribution = $839.00
		5. Questions/Comments
			1. Sierra: can you create a more detailed list in general supplies?
				1. Answer: we use it for decorations for end of year event, for games during meetings as well
			2. Connor: under itemized list food is at $900, under food tab it’s listed at $150. Is that a typo?
				1. Answer: On my sheet it says $900 under the food tab, I am unsure what happened on your sheet
			3. Sierra: We typically don’t include costumes on our contribution, would you request and exception?
				1. Answer : We can strike costumes from the request because most are supplied through member’s own clothes
			4. Reese: your food event is a closed event, and per guidelines it would need an exception. Do you request an exception?
				1. Yes, please.
			5. Sierra: for your subscriptions, where will they be stored and is it for club or student use?
				1. Answer: It will be stored with other org materials and is for club use
	2. Athletes in Action – Total Request = $5,800.01
		1. Committed
			1. $400 in general supplies
				1. Training materials for org leaders, tools to help younger members develop into leaders, general office supplies
			2. $100 in digicopy
				1. Materials to be placed around campus
		2. Contractual
			1. Speaker 1 expected cost $500
			2. Speaker 2 expected cost $500
		3. Food
			1. Fall welcome expected cost $150
			2. Spring welcome expected cost $150
		4. Travel
			1. CRU/AIA Winter Conference
				1. SUFAC contribution = $2,500.01
			2. Ultimate Training Camp
				1. SUFAC contribution = $1,500
		5. Questions/Comments
			1. Sierra: for the bibles and study materials, where do you plan to store them and are they for club use or student use
				1. They are for student use during club meetings, I am not sure where they will be stored but for sure with the other club materials
			2. Haley: are the speaker events open for all students?
				1. Answer: yes
	3. Engineering Club – Total Request = $5,323.34
		1. Committed
			1. $100 in general supplies
				1. Supplies needed for 3D printer, items to be used for competitions
			2. $30 in digicopy
				1. Print flyers for different org events
			3. $250 in subscriptions
				1. ASME student chapter membership fee
			4. Robot builds expected cost $700
			5. CAD competition expected cost $200
			6. ASME Regional Conference expected cost $520
			7. Sea Perch Competition expected cost $200
		2. Salaries and Scholarships
			1. Engineering Club Student 1 expected cost $750
			2. Engineering Club Student 2 expected cost $500
		3. Food
			1. Fall welcome expected cost $150
			2. Spring welcome expected cost $150
			3. Industry Panel expected cost $100
			4. Guest Speaker expected cost $100
			5. Professional Development night expected cost $100
		4. Travel
			1. ASME Regional Conference
				1. SUFAC contribution = $1,473.34
		5. Questions/Comments
			1. Sierra: you mentioned monetary prize, we do not allow monetary prizes
				1. It’s not monetary, it’s an item but we need the money to get the item
			2. Haley: do you have an expected attendance for events 3-5?
				1. Answer: we expect 25-30
			3. Haley: for the guest speaker event, do you plan to pay the speaker?
				1. No, we are just inviting someone to come in
			4. Haley: under travel you have 10 people in 2 rooms, did you want to get another room?
				1. Answer: yes, lets add another room
			5. Sierra: what are you planning on doing with the robot builds?
				1. Anything we build will belong to the club, and stored in the STEM building
			6. Haley: you are asking for $30 for digicopy, I just wanted to ask if that is enough?
				1. Answer: can we increase that since we changed some things earlier?
1. Discussion
	1. ES & PGSO
		1. Committed
			1. Looks good and within guidelines
		2. Contractual
			1. Looks good and within guidelines
		3. Food
			1. Looks good and within guidelines
		4. Travel
			1. Looks good and within guidelines
	2. Alternate Theater
		1. Committed
			1. Looks good and within guidelines
			2. For photocopying scripts it is illegal if it isn’t public domain, ask for clarification on what they are planning
		2. Contractual
			1. Looks good and within guidelines
		3. Food
			1. Exception requested is for a closed event, but it has been approved in the past
		4. Travel
			1. Looks good and within guidelines
	3. Athletes in Action
		1. Committed
			1. Looks good and within guidelines
		2. Contractual
			1. Looks good and within guidelines
		3. Food
			1. Looks good and within guidelines
		4. Travel
			1. Trip 1 looks good and within guidelines
			2. Trip 2 needs minor adjustments to separate registration and lodging
	4. Engineering Club
		1. Committed
			1. CAD competition printing a trophy isn’t out of guidelines but has historically been denied, all trophy type money has been denied to all org requests
		2. Food
			1. Looks good and within guidelines
		3. Travel
			1. Looks good and within guidelines
		4. Scholarships and Salaries
			1. This wasn’t mentioned by the club during the presentation
			2. Reese tables the discussion until next week after reaching out to the club
2. Announcements
	1. None
3. Adjournment
	1. Reese entertained a motion to adjourn. Riley moves, Sierra seconded. Voice vote. Consent called. Meeting adjourned at 6:40 PM