SUFAC

Meeting Minutes for September 26th, 2018

# Call to Order

SUFAC Chair Haley called the meeting to order at 5:18 pm.

1. **Roll Call**
	1. **Members Present:** Haley Marks, Yasmin Nur, Kijuan, Kyle Klumb, Kejuan Goldsmith, Reese Eckenrod, Kody Klumb, John Landrum, Lea Truttman, Val Gonzalez
	2. Absent: Sierra Miller, Guillermo (excused)
2. **Recognition of Guests:** No guests
3. **Exit Summer Session**
	1. Haley entertained a motion to exit summer session. Reese motioned. Kejuan seconded. Voice vote. Summer session exited.
4. **Approval of Agenda and Minutes:**
	1. Haley entertained a motion to approve the agenda. Kejuan motioned. Reese seconded. Voice vote. Agenda passed.
	2. Haley entertained a motion to approve the minutes. Kejuan motioned. Yasmin seconded. Voice vote. Minutes passed.
5. **Reports**
	1. OFO: Contingency is $34280.51, and Org Start up is $1489.46 .
	2. Liaison: John talked about the events happening this week.
	Toy Story 4, Family Weekend, Volleyball game on vs. Milwaukee on Saturday 7pm, Women of Color karaoke, Mr. and Mrs. Phoenix on
	3. Senate: nothing to report
	4. SGA Exec: nothing to report
	5. Vice Chair: Reese attended the Senate meetings and executive meetings to talk to the Orgs. He also reformatted and updated the guidelines and bylaws.
	6. Chair: Haley talked about what was approved in summer session.
		1. SLO Foods contingency for $750
		2. the reallocation for Campus kitchen for $170
		3. BSU reallocation contractual $500
		4. College Dems food contingency $108.49
		5. College Dems Committed Contingency $275
		6. Social Access Org Startup
		7. College Diabetes Org Startup
		8. Collegiate DECA Food contingency $273.75
		9. SSU S&E Contingency $60
	7. Haley attended the Senate and executive meetings; learned more about chancellor’s search.
6. **New Business**
	1. Welcome
		1. Haley welcomed members to SUFAC
		2. Kejuan Goldsmith (senator)
		3. New applicants: Kody Klumb and Kyle Klumb
			1. Haley review new applicant’s application and asked them why they wanted to be in the committee.
			2. Kejuan called the question and Reese seconded. Kejuan said that Kyle and Kody would be valuable team members because of their backgrounds in finance and are very qualified.
			3. Haley entertain motion to approve new applicants. Yasmin moved and Kejuan second. Roll call vote. New members approved 3-0-0.
		4. Returning members: Yasmin Nur, Reese Eckenrod, Haley Marks
	2. SUFAC Expectations and Introduction Presentation
		1. Haley went through some guidelines and expectations. Attending all the meetings, maintain a 2.0 GPA, take notes, know the guidelines, check emails and others, meetings 5:15 in 1965 room & Office hours, be engage and ask questions. Weekly email on Monday. Website with minutes, agendas, guidelines , forms and Bylaws.
		2. D-day budget approval- Saturday, February 15th.
		3. Haley mentioned that neither, she, John, Leah, or Guillermo can vote or make a motion.
	3. Food Guidelines
		1. Haley read and discussed the food request guidelines.
			1. Food max. $1500 each org. per year purchased thru Chartwells and cannot be used for faculty and staff events. If it is over $1500, they need to be itemized. Event ads.
			2. Encourage co-sponsorship, $150 for recruitments. Orgs must meet with the Organization Finance Office. Big events can break guidelines. Requests 3 weeks prior. Money owed to SUFAC repaid within two weeks.
		2. Haley showed food request form.
	4. Committed Guidelines
		1. Haley read and discussed committed guidelines.
			1. S&E and the capital combines $2000 for supplies unquestioned money. Funds for fundraisers has to be pay back. Things that SUFAC do not give money out for. Items over $100 itemized. Promotional and giveaways $125. Fundraisers must be approved. Physical and digital material must be presented to the board one week before presentation. Request presented 3 weeks prior event.
			2. Haley showed the committed form.
	5. Reallocation Guidelines
		1. Haley discussed the reallocation guidelines.
			1. Guidelines must be followed. Chair and Vice chair can decide upon reallocation. Right to review current agency accounts

**Questions/Comments:**

1. Kejuan asked being an org leader and part of the SUFAC committee and not being able to vote when presenting their budget. Haley said he has to abstain, and other member of that org has to come and present.
2. Kyle and Kody ask about what do at large members do. Haley explain the different areas or members positions. John explained at large members are full voting members with same expectations and rules as the others.
3. Yasmin ask about the date of org budget training. Oct 1st & 2nd (5-6pm). Only come to one day and two members (don’t have to be officers) have to come.
4. John explained what Committed S&E are: contractual or categories.
5. Kejuan asked about recruitment events (once per semester- beginning/end)
6. Reese asked about agency account. Those are for money collected in fundraisers and have different rules.
7. Yasmin: SUFAC can say no to things that are not in the guidelines and yes if it is in the guidelines. John: Rules are consistently make but it can be changed (vote of 2/3 members from that meeting).
8. Yasmin: There should be certain number of members to have a meeting and discuss businesses.
9. Kejuan asked about voting. SUFAC has conversation about how to handle different situations
10. Yasmin asked what happens if they did not use all the money on their budget at the end of the fiscal year. The money will be send to the Segregated Reserves.
11. **Action Items:**
	1. No action items
12. **Discussion Items:**
	1. No discussion items
13. **Announcements:**

John thanked everyone for joining SUFAC and invite members to recruit more people for the committee.

1. **Adjournment:** Haley entertained a motion to adjourn the meeting. Moved by Kejuan and second by Kyle. Meeting adjourned at 6:49 pm.

Respectfully submitted by:

Val Gonzalez

SUFAC Administrative Assistant