SUFAC Meeting Minutes

October 31st, 2019, 5:15pm

University Union 1965 Room

1. **Call to Order**
	1. SUFAC Chair Haley called the meeting to order at 5:15 pm.
2. **Roll Call**
	1. Haley Marks, Reese Eckenrod-Snyder, Kyle Klumb, Kejuan Goldsmith, Kody Klumb, Sierra Miller, Guillermo Gomez, Adam Fredrick, Yasmin Nur, Sarah Bock, John Landrum & Val Gonzalez.
	2. Absent: Lea Truttman (Excused)
3. **Recognition of Guests**
	1. Katherine Bconi (PEAC), Mae Sommerfeld (PEAC), Amber Perez (Homecoming Committee), Tony Fenner (Jazz Society), Kameron Jennings (Jazz Society), Noah Nei (Round River Alliance), Vanessa Depies (Model EU), Hannah Mertens (GBB), Casey Izniman (GBB).
4. **Approval of Agenda**
	1. Haley entertained a motion to approve the minutes. Yasmin motioned. Reese seconded. Voice vote.

Minutes passed.

1. **Approval of Minutes**
	1. Haley entertained a motion to approve the agenda. Kejuan motioned. Sierra seconded. Voice vote. Agenda passed.
2. **Reports**
	1. **OFO:** Committed $33928.53 ; Org. Start Up $1420.43.
	2. **Liaison:**
		1. **Thursday:** Grave dancers ball (Phoenix rooms at 9pm)
		2. **Friday:** Grooving Grounds – Seth Cook (Common ground- coffee House at 8pm)
		3. **Tuesday:** Juxtatonal – Nick Zuolek (Weidner Center at 6:30pm), Men Soccer vs. Eastern Illinois (Santaga Stadium at 7pm), Open Mic Nite ( Common grounds – Coffee house at 7pm, Harriet - Bus leaves at 7pm from the Mac Circle (Bay park Cinema)
		4. **Wednesday:** Super Smash Bros Tournament (Phoenix Club 6pm)
	3. **Senate:** Attended the senate meeting, approved a new senator, Adam Fredrick, and talked about the academic plan.
	4. **SGA Exec:** Finalized feedback from the senate meeting, some events like the diversity open forum and other things are happening
	5. **Vice Chair:** Attended the senate meeting, working on budgets and talking to orgs about them.
	6. **Chair:** Looking over the budgets, communicating with orgs, and went to the senate meeting
3. **New Business**
	1. **Model EU Contingency**
		1. Travel Contingency: University of Indiana in Bloomington
			1. Thursday to Saturday (March 26th- 28th of 2020)
			2. Model EU simulation event
			3. Room for 8 people so they will only need 3 rooms
			4. Looking for gas money
		2. **Questions and Comments**
			1. Sierra - What are you doing in the conference? The org is going to do a simulation with other schools representing countries of the EU. They present and discus topics about the countries. They bring a speaker from the EU, so they have an academics portion.
			2. Guillermo - How many people are in the organization? Eight people and everyone is going to the trip/event.
			3. Sierra moved to end Q&A. Kejuan seconded. Voice vote. Motion passed
	2. **Model EU Budget**
		1. Total committed $250 (Office supplies $100 and memberships $150)
		2. Food $800
			1. EU forum ($500 for food – speakers chosen country)
			2. Fall welcome meeting ($150)
			3. Spring Farewell Meeting ($150) – celebrating for the good work and research done.
		3. Contractual $2000 (to bring guest speaker for the EU forum to discuss relevant topics happening there right now).
		4. Travel – University of Indiana in Bloomington
			1. Thursday to Saturday (March 26th- 28th of 2020)
			2. Model EU simulation event
			3. Room for 8 people so they will only need 3 rooms
		5. Questions and Comments
			1. Sierra - What did you mean with authentic food? They bring food that is different and cultural.
				1. Sierra -Do you think $500 is too low for the authentic food? They are not making it the focus of the meeting

Reese explains that is mostly for snacks not entrees.

* + - 1. Kyle - how do you come up for the estimated attendance? That is usually the number of people that come to the meetings.
			2. Haley - Is the conference membership for each student or for the conference? The fees are for the conference only. Haley moved membership fee to registration fee for Trip 1.
			3. Reese - Do you have or plan to bring many speakers or what kind of formats? They are bringing speakers, but they are going to move with what is more relevant.
			4. Kejuan moved to end Q&A. Sierra seconded. Voice vote. Motion passed
	1. **Jazz Society**
		1. Total Committed $0
		2. Travel $0
		3. Food $0
		4. Contractual
			1. Jazz society is asking for $3500 to bring Jeff Jarvis, Jazz trumpeter, in Spring. He will be in Green Bay for a conference, so they want to take advantage of that.
		5. Questions and Comments
			1. Reese clarifies that this budget presentation is for next year and so it won’t be in effect until that time. Jazz Society agrees to do this event next year
			2. Sarah - Do you have an expected attendance? 50-70; open to the public.
				1. Kejuan - why do you expect that number? From previous events.
			3. Yasmin - Where are you going to do it? They plan to do it in the Weidner Center in the Howard Hall. It would be easier for students to come if it is on campus.
				1. Sarah - I believe they have to rent the Weidner Center. They are not sure.
			4. Kejuan - have you consider other places on campus? No, only the Weidner Center
			5. Sierra - Is there any reason why the music department is not involved? There has not been any discussion with them about it.
			6. Reese – Could you expand more on who Jeff Jarvis is? Is he an independent musician? He is a professional trumpet player.
			7. Kyle – Why did you aske for $3500? Because that was the maximum amount and they would like to pay people a respectful amount.
			8. Sarah- The $3500 is going towards the artist. If you have to rent the Weidner Center, how would you pay for it? Are you charging students? They would take it out of the artist money but preferably not because they want to pay more to him. No, they do not want to charge students. Share the music without a price tag.
				1. Sarah – Did you figure out if there is the minimum charging for the artist? They talk about paying only what they can to the artist.
				2. Kejuan - when will you contact him? Before spring and when he is in Green Bay then they would discuss it more detailed.
			9. Haley entertained a motion to end Q&A. Sierra moved. Yasmin seconded. Voice vote. Motion passed
	2. **PEAC**
		1. Total Committed $210
			1. Office Supplies $25.
			2. Photocopy $40. They need paper for the sign of the plastic bins and to print out material that describes the types of plastics that can be recycled.
			3. Digi-copy $20. To create maps to guide people (more information always helps).
			4. Capital items $100.
				1. They want to buy 15 trash pickers/grabbers to get freedom and have own supplies, so they do not have to borrow them from the biodiversity center.
				2. Box cutters and twines $25 (campus plastic bailing).
		2. Total Contractual $2500
			1. iPat films $750
				1. Last year, they had $750 for the movies purchasing. It was only part of the cost because others paid the other part.
			2. Lectures and workshop $1000
				1. Bring a few speakers to speak about environmental education. They will present in the Phoenix rooms or in the Mauthe center.
			3. Earth day event $750
				1. They want to have a band or an artist to promote sustainability.
		3. Food $525
			1. Earth day event $350
				1. They want to provide food to students to have a better turnout. They checked in the Chartwells website how much food would be..
				2. They chose food that will work for vegetarian and vegans too.
			2. Welcome event social $75
			3. End of the year event $75
			4. Org Smorg Candy $25
		4. Travel
			1. Midwest Political Science Association in Chicago (academic opportunity) $1057.40
				1. This conference is not very affordable for undergraduates of major political science, public administration and environmental policy.
				2. Two nights, rooms and vehicles
				3. Registration $495 lodging $600 transportation $243.60
				4. There are 9 participants and 3 of them will be presenting
			2. Aldo Leopold Nature Center for a volunteer in Madison $474
				1. They do a lot of fun volunteer like invasive species removal, seed spreading…
				2. Many members having experiences with them such as internships
				3. Registration $80 Lodging $330 Transportation $261
		5. **Questions and Comments**
			1. Reese - What is the limit per person in travel? $50 per person. They made a mistake. It was $80 for all the members and not for each student.
			2. Kejuan – How many people go to the IPAT movies? 35 students and 10 non-students. They think that it would be good to move the movies somewhere else to the community to get more people.
			3. Sierra - What kind of protest your org does? Climate protests. They went to protest in downtown Green bay in the Climate strike. Foxconn came to campus and they sat close to them with anti-Foxconn signs. The protests are peaceful.
			4. Reese - For the volunteering to ALDC, what is the registration fee? To get in the facility where he actually lived, PEAC needs to pay for the entrance.
			5. Reese clarified that if they wish to buy candy for Org Smorg, they have to do it through Chartwells.
				1. John- Point of Information, no they do not have to purchase candy through Chartwells.
			6. Reese - Why is the org responsible for the bin? Because if it was not them, it would not happen.
			7. Reese - Where are you going to store the Equipment? In the maintenance room where they have a cabinet.
				1. Haley - Who will have access to that cabinet? The president of the org and the coordinator.
				2. PEAC mentions that they can also store the equipment in the Mauthe center if the use them in that place.
			8. Kejuan - where would you have the food events? In the Mauthe Center but the Earth day event will be in the Phoenix rooms or in the Christie theater
			9. Haley entertained a motion to end Q&A. Yasmin moved. Kejuan seconded. Voice vote. Motion passed.
	3. **GBB**
		1. The Green Bandana Brigade is the org that promotes school pride. They attend to sport events and collaborate with other student campus. Last year, they made videos of athletes mentioning why UWGB was a good place to study.
		2. Total Committed $750
			1. Bandanas $200 (for members and incoming members)
			2. Promo Items $550 ( cozies, whistles, bracelets and bottle openers)
		3. Total Contractual $0
		4. Total Food $100
			1. GBB Final meeting $50 (induction of new executive board)
			2. GBB mixer with athletes $50 (provide snacks and drinks)
		5. Total Travel $0
		6. **Questions and Comments**
			1. Sierra - How many students are there in the org? The email list is about 100 students but only 10-15 show up for meetings.
			2. Kejuan - What do you give out at the events you attend? For the orientation, they had a booth and they handed out things so they can get more members. They were able to give the bandanas to the freshman and other promotional items.
			3. Sarah - Are you working with the athletic director? Yes, they have had meetings with the athletic director and associate athletic directors. They met with all the representatives of each athletic team and asked them what they wanted them to do/ have. In addition, they are attending the fan consul to see what people outside of the student body wants to see and mix it with the other information collected.
			4. Reese - They mention how the minimum order is $500. How many promotional items? The minimum you can order is $250 off the website so they can buy 2 promotional items (whistles and cozies).
			5. Kejuan - Do you have direct relationships with the athletics committee? Yes, the advisor for this org is the director of development of basketball.
				1. GBB asked for clarification. Kejuan answered that if they are part of the committee. Yes
			6. Sarah - Why do you think is important to get promotion for your organization? GBB is trying to get more students to games through promotion.
			7. Reese - What is your plan b if the request is not approved? They will probably follow the same budget as previous years.
			8. Haley – What does your org do that requires more promotion than other orgs? They are going through a rebranding of the GBB, and they really need to get the org to be known on campus. They attend many events like, orientation and welcome week, so they talked too many of the incoming students. Reaching out early is important.
			9. Kejuan - Have you thought about talking to other orgs about combining promotional budgets? There has not been discussion about it.
			10. Sierra - What are you having put on the promotional items? Only room for the name of the org and the email. Maybe the logo on the cozies.
			11. Kejuan moved to end Q&A. Yasmin seconded. Voice vote. Motion passed
	4. **Homecoming**
		1. Total Committed $2000
			1. Krash the Kress supplies $668 (wristbands, table rentals and promotional items).
			2. Homecoming dance supplies $666 (bracelets, stickers and dance decoration).
				1. This org wants the dance to become a tradition.
			3. Bandanna Tie-dyeing supplies $666 (bandana, fabric dyes, strings and bottles)
			4. Pep rally Supplies $750
		2. Total Contractual $3500
			1. Krash the Kress DJ $500
			2. Homecoming event waste removal $1500
			3. Homecoming dance DJ $1500
		3. Food $1500
			1. Pep Rally $500
				1. Snacks that are available for students that might not have the time to stay the whole time in the rally. The rally will be at lunchtime.
			2. Homecoming dance $500
				1. Snacks and drinks available for students
			3. Tie Dye event $500
		4. Travel $0
		5. **Questions and Comments**
			1. Sierra - How many people do you expect? The website said that for Krash the Kress about 1500 students and 600 nonstudents attended. So, they hope for the same amount. For the Homecoming and Pep rally there is no past experience to draw upon.
			2. Reese - In capital item a portion of money is set to be for promotional item $125 for Krash the Kress. none for homecoming
			3. Kyle - What kind of food are you planning to bring to the events? They will order snacks from Chartwells that are inclusive for the students.
			4. Kejuan - Is this budget similar to the one last year? This budget is very different because the Homecoming dance and the Pep rally are new.
			5. Sierra - How are you going to bring more people to attend the Pep rally? This org will attend GB nites to promote the events. They will also use word of mouth and promote in the Mauthe center. They already started working on posters.
			6. Reese - Can you tell me more about in the waste removal? She is not sure. The orgs advisor can provide more information.
				1. John- Point of Information. They have to clean up many things after the game; it is more than what it seems.
			7. Haley – For Krash the Kress supplies, they are going to have to rent the tables. They might need to put this in the contractual spreadsheet/form.
				1. John – The Kress Center facility asks for money for bringing the tables and that is the reason of the fee. No need for a contract because it is internal.
			8. Guillermo moved to end Q&A. Sierra seconded. Voice vote. Motion passed
	5. **Round River Alliance**
		1. They are a naturalist club that gives the opportunity to students of experimenting with nature
		2. Total Committed $410
			1. Office supplies $15 because they do a lot of promotion
			2. Digi copy $50
			3. Cleaning up supplies $125
				1. they do a lot of volunteer, so they need gloves, trash picker/grabbers)
			4. Binoculars $220
				1. 2 Nikon Prostaff 3S binoculars $110 each
				2. people love birds in GB. This is an important migration place for birds.
				3. If binoculars are broken, they will be replaced by company.
		3. Total Contractual $50
			1. John Jacobs a master banding with owls. He wants a small contribution for his research
			2. He will come to discuss his research with red-shouldered hawks in the Nicolet Natural Forest.
		4. Food $150
			1. Fall greeting $75
			2. Spring greeting $75
		5. Travel
			1. Washington island trip $2000
				1. Registration $300, lodging $200, transportation $667.12
				2. To learn about historical conservationists and see the landscape.
			2. Pictured rocks Wisconsin $714.03
				1. Registration $180 Lodging $120 transportation $681.04
				2. Camping trip in the Superior’s coastline to explore
			3. Cathedral Pines $419.40
				1. Registration $120 Lodging $0 transportation $449.10
		6. Questions and Comments
			1. Haley- How many cabins are your using? 2 cabins for $200 each.
			2. Sierra - Why are only 10 spots available? That is the amount of people that they think will attend, but it is open for more people.
			3. Reese- Why only $25 for the person that is coming to do the owl banding? He does not ask for any money to come and present, but they would like to give a donation of $50 ($25 from SUFAC and $25 from out of pocket)
				1. John mentions that SUFAC can pay the whole $50 dollars so they do not have to take $25 out of the pocket
			4. Kejuan - Do you work with other organization? Yes, he is the president of other org. and is employed by the biodiversity center as a field assistant.
			5. Reese - Have you thought about teaming up with PEAC to share the trash grabbers? They tried to reach this org, but PEAC was not very interested. The two orgs have different purposes. PEAC is more volunteering and Round River Alliance is more about learning purposes.
			6. Haley - Where would you store the supplies? The biodiversity center has space.
			7. Reese- Would that be the same answer for the binoculars? Yes
			8. Sierra- How many members come to your meeting? 20-25 members every meeting.
				1. Can any student come? Yes, they do not have to be members of the org
			9. Reese- Do you have more specific costs for the cleaning supplies? No, most of that will be permanent gloves, trash bags and 4 trash pickers.
			10. Haley- Do you want to change the 75 per semester in food to 150? SUFAC allows it. Yes
			11. Kejuan moved to end Q&A. Sierra seconded. Voice vote. Motion passed
1. **Action Items**
	1. **Union Contingency Request**
		1. Haley entertained a motion to discuss this contingency. Yasmin motioned. Kejuan seconded. Moved into discussion.
			1. Reviewed Memo
			2. Yasmin - Sarah and Yasmin cannot vote for this contingency due to absence. Adam cannot vote either because he is a new member in SUFAC
			3. Reese - This is a good idea because it is a growing campus. We are going to need more space and support. To spend the money in the best way, we should have a more sophisticated study. It is a small price to pay.
			4. Sarah – This is a great idea. The layout of the Union is bad. GB and Madison are the only ones that have been consistently growing in students and they need to keep up with student’s needs.
			5. Kejuan - As long as students are part of the project, and that is crucial for students, there is nothing wrong with this funding.
			6. Yasmin motioned to end discussion. Kejuan seconded. Voice vote. Motion passed.
		2. Haley entertained a motion to approve the union contingency. Reese moved. Sierra seconded. Roll call vote. Motion passed 5-0-3.
	2. John- Point of Information. There is money in the reserves that can be set aside for a potential future Union renovation. The purpose is to have it safe and prevent others from using it. This project will take twice the money than the Kress renovation in 2006. Matt is thinking that the Kress debt that students currently pay on, about $900,000 per year, could be shifted to assisting with the Union renovation as well. Past students paid for the union that current students have right now.
		1. **Questions and Comments**
			1. Kejuan - Will the segregated fees will go up?
				1. John- Students will vote for them to go up because that money is needed.
			2. Reese – With some of the Kress debt coming off, the increase in the Seg. Fee will not be as much as it could be.
			3. Kejuan - Why would we move the reserved money into another account?
				1. John – The university budget director advised to do this because sometimes the UW system or the Chancellor has gone in and redirected large SUFAC reserves without the consent of the SUFAC. The money will still be the SUFAC’s, it’ll just be in a designated account.
			4. Haley- We the reserves because if the school suddenly loses many students, they will not have to double up the segregated fees and will use the reserve. SUFAC has the ability to take some amount to invest in a project.
			5. Sierra- The discussion is very premature because they do not have the cost set yet.
				1. Reese says that regarding the cost of the project, the money invested in the project by SUFAC will still assist no matter the bottom line cost.
			6. Kody - Will it be any concern moving the money?
				1. Haley- The segregated fees pay for the orgs, the auxiliaries, health and counseling, career services, pride center, dean of students… they all have to vote to make sure they have enough money. The only reason to go into the reserve is auxiliary contingency request. so the pile of money is continuously growing
			7. Sierra – Is the committee is going to vote on this topic in the meeting?
				1. Haley- Next week, this topic will be discussed and if the committee feels it is okay, they will vote on it.
			8. Kejuan moved to table the topic in the next meeting. Sierra seconded. Voice vote. Motion passed.
2. **Discussion**
	1. **Model EU Contingency**
		1. Committed
			1. Reese - It is over $50 per person. It is $68 so the org will have to take that down and get it fixed.
		2. Travel
			1. Sarah - It is fine they are not asking for a lot of money. They are bringing everybody in the org to the trip. It is going to help to bring recognition and adds a program for other majors to join. It is within guidelines with the $50/person/day change.
		3. John- The amount they are asking for is $1350.
		4. Sarah moved to end discussion. Sierra seconded. Voice vote. Motion passed
	2. **Model EU Budget**
		1. Committed
			1. Sarah - The committed is fine. They are within guidelines.
			2. Sierra - The club and conference are great ideas to promote Model EU to get new students that have not engaged with the social science department and would let people know about problems that have happened in the world.
			3. Kejuan wanted to clarify that they might not know how hard is to bring new people to the events.
				1. Sarah – That department does not have a lot of programs/majors so she thinks that it will be easy to inform and bring people.
				2. Haley - SUFAC does not make judgements based on expected attendance.
				3. Kejuan clarifies that he meant promotional wise. He wanted to know how they do it.
				4. Haley – SUFAC do not care about how they do it but that they do it.
				5. John - There is not SUFAC cop. You have to trust that orgs are going to act in good faith.
		2. Food
			1. Reese- I like that they are basing the food on the speaker’s culture. It is a good to attract students.
		3. Travel
			1. John- They are asking for $1499 in total on traveling.
			2. Sierra- It is a good idea for people to promote UWGB while at the conference and bring back knowledge.
			3. Haley - Everything looks good and within guidelines
	3. **Jazz Society**
		1. Committed - Capital Items
			1. Sarah - They did not understand the budget was for next year. They did little research and did not know that the Weidner Center will ask them for money. How are they going to pay for everything? They need to be more prepared and research. Instead of asking the max amount for it.
			2. Sierra - They need more research. It will be great to bring an artist, but he will not be available by the time this budget is in action.
		2. Contractual
			1. John- He asked for $3500 to bring an artist. If he faces problems, they will not be SUFAC’s. He can bring any performer or anywhere at school. It has to be within guidelines.
			2. Sierra- The budget is not good, and it is promoting the music department so he should team up with them.
				1. Reese- The event is benefiting the students. More benefits for the students that will be attending the performance. They can participate and work as experience.
			3. Sarah - They were not prepared. They might come back and were talking about this year
				1. Haley - He recognized that this budget is for next year so they will be trying to bring the same artist for fall next year.
				2. Reese- They are at the max so they would not be able to get more money unless the guidelines get broken.
			4. Sarah- The charging of the Weidner center would not benefit the student.
				1. Haley- It is the same case of the homecoming events with the tables. If they were to use SUFAC money, why would you charge students to pay for it again?
		3. Sierra moved to end discussion. Reese seconded. Voice vote. Motion passed
	4. **PEAC**
		1. Committed - Capital Items
			1. Sierra- After they saw that the environmental orgs are asking for the cleaner supplies, it would be nice if orgs share them.
			2. Reese - If the biodiversity center have the trash pickers and they can only use it when is related to them, why are they storing the supplies there?
			3. Reese - Why is Round River Alliance asking for trash pickers if there are more in the biodiversity center? Maybe because of the number of students that needs them.
			4. On campus bill is great and nice because he thought the school would do it
		2. Contractual
			1. Reese- It looks good.
		3. Food
			1. Reese- Looks good and within guidelines.
			2. Sierra- I like that the dietary meal is inclusive
			3. John - They do not need to buy the candies from Chartwells.
		4. Reese and Sarah- Travel looks awesome.
	5. **GBB**
		1. Committed - Capital Items
			1. Haley- It is important when looking at exceptions to look how it will take effect when regarding other Orgs. So why do they deserve an exception vs other orgs.
			2. Reese – Why could they not find promotional items for $125 like the other orgs?
				1. John - Promotional items get expensive. There are some things that are cheap, but it is not easy as it seems.
			3. Sarah – More students attend GB welcome week. I see where they can ask for more money and agrees that $125 are not enough. GBB does promotion for 2 weeks so they need more.
		2. Sierra - Why doesn’t athletics give GBB supply money if they promote that? They do not have money from athletics to promote their org.
			1. Sarah - Athletics org are downsizing their budget. Therefore, the request for promotion can be rejected easily. They do not have actual revenues.
		3. Sierra- GBB is important and does good things.
			1. John thinks the same.
	6. **Homecoming**
		1. Committed - Capital Items
			1. Sarah – Even with the lack of information and the polar vortex, the request and how many people looks good and they are giving their best estimate. Good job!
			2. Sierra - It looks good and it is in guidelines
		2. For the contractual
			1. Sierra would like more information about the waste removal.
			2. John - Their budget was a little bit lacking because she did not know much about it. There could be a little bit more information that can be passed down to her. There are many non-student groups helping for this event.
			3. Sierra - everything in the contractual looks good.
		3. Food
			1. Adam -It looks within guidelines and fantastic.
	7. **Round River Alliance**
		1. Committed - Capital Item
			1. Reese – The contractual items look good.
		2. John- I am surprised the binoculars will be replaced if they get broken.
			1. Sierra- That it is due to the warranty.
		3. Reese- Binoculars make more sense to buy than cameras.
		4. Contractual
			1. Haley- Noah has worked with Jacobs before. The org wants to appreciate him with that money.
		5. Food
			1. Adam- Good and within guidelines.
		6. Travel
			1. Haley- $200 is very reasonable for two cabins.
3. **Announcements**
	1. None
4. **Adjournment**
	1. Reese motioned to adjourn the meeting. Adam seconded. Meeting adjourned at 8:08pm