SUFAC Meeting Minutes  
February 23rd, 2019, 9:00AM  
University Union-1965 Room

I. Call to Order:  
a. SUFAC Chair Haley called the meeting to order at 9:13am.

II. Roll Call: Haley Marks, Will Terry, Yasmin Nur, Reese Eckenrod-Snyder, Sarah Bock, John Landrum, Lea Truttmann, Taylor Gulbrand, Grace Keller

III. Recognition of Guests: N/A

IV. Approval of Minutes: Haley entertained motion to approve minutes from 2/19. Motioned by Reese, seconded by Yasmin. Motion passes.

V. Approval of Agenda: Haley entertained a motion to approve agenda. Grace motioned, seconded by Sarah. Agenda passes.

VI. Reports  
a. OFO: no report  
b. Liaison: no report  
c. Senate: senate had meeting, passed composting, posting office hours, rearranging senators  
d. SGA Exec: having meeting on Monday, finding out where new senators are, posting office hours, including new exec  
e. Vice Chair: no report  
f. Chair: been prepping for D-Day with sound systems.

VII. Action Items  
 o Feminists 4 Action  
   i. Haley entertained a motion to approve Feminists 4 Action budget in full for $3,483.67. Motioned by Reese, seconded by Sarah. Entered discussion. No concerns in committed. Contractual- amended from presentation. Cut movie series and Ally Conference. No other concerns. Food- no concerns. Travel- at 1 travel request now. $39.33 per student per day. Total contribution under $3,500. No concerns. Reese call the question. Seconded by Grace Roll Call vote. Motion approved by vote of 5-0-0 of 3,483.67  

 o InterVarsity  
   i. Haley entertained a motion to approve InterVarsity budget in full for $4,120.35. Motioned by Grace, seconded by Reese. Entered discussion. Committed- no concern. Contractual- no contractual. Food- no concerns. Travel- $31.11 per person, 2nd trip $38.00 per student. 3rd trip $8.57 per student. Under $3,500 limit. No concerns with travel. Yasmin call the question, seconded by Reese. Roll call vote. Motion approved by vote of 5-0-0.  
   o Reese entertained motion for 5 minute Recess, seconded by Yasmin. Motion passes  
   o SCM  
   i. Haley entertained a motion to approve SCM budget in full for $610. Motioned by Grace seconded by Yasmin. Entered discussion. Committed-display board 11x17. Our guidelines do not allow to fund banners or display boards over 11x17. Reese offered friendly
amendment to Grace’s motion to exclude $75 from capital item 1. Grace accepts. Good with display board if within 11x17 guidelines. Contractual- none. Food- below guideline. No travel. Budget comes to $535. Call the question by Reese, seconded by Grace. Roll call vote. Motion passes by vote of 5-0-0.

- Phi Eta Sigma
  - Haley entertained a motion to approve Phi Eta Sigma budget in full for $2074.33. Motioned by Yasmin, seconded by Grace. Committed- have banner. Reese move to friendly amend motion by Yasmin to remove $300 from banner because not within guidelines. Yasmin accepts. No other capital. Contractual- fundraisers. Food- within guidelines. Travel- $39.98 per student. Yasmin called the question, seconded by Reese. Roll call vote. Motion passes 5-0-0.

- SASA
  - Haley entertained a motion to approve SASA budget in full for $7,220.73. Motioned by Grace, seconded by Yasmin. Committed- are the promotional items for orgsmorg? Yes. Grace is okay with that. No concerns. Contractual- no concerns. Food- within guidelines. Travel- $20 per day, $34.97 per day, 3-16 per person. Within 3,500 guidelines. No concerns. Grace called the question, seconded by Yasmin. Roll call vote. Motion passes 5-0-0.

- BSU
  - Haley entertained a motion to approve BSU budget in full for $8,384.50. Motioned by Grace, seconded by Reese. Committed- no concerns. Contractual- no concerns. Food- soul food dinner has been changed, Will- is expected student attendance the same? Yes. Grace- are they still requesting funds for a speaker? Yes. Food total- $2,200. Reese- against guidelines at $1,500. Exception we’ve made in past due to students being brought in and the impact it has on campus. Reese- willing to make exception considering that. New total budget- Reese moves to friendly amend motion from most recent budget amount of $8,500 due to food. Grace accepts motion. Kick off meetings are $200, over budget. Yasmin moves to friendly amend motion by Grace to reduce the food amount to $2,100 due to kick off meetings. Grace accepts friendly motion. New food total $2,100. No other concerns with food. Travel- National BSU conference- guidelines do not allow travel outside of Midwest. Reese only wants to break guidelines with food request, looks like conference will be in Illinois. Lea will make sure it’s within guidelines of traveling. Minutes say that org has gone previously and is typically in the Midwest. All trips within $40 per person, and under $3,500 guideline. Reese and Grace are good with it. Total is $8,984.50. Reese Call the question, seconded by Yasmin. Roll call vote. Motion passes 5-0-0.

- Intertribal Student Council
  - Haley entertained a motion to approve Intertribal Student Council in full for $8,772.85. Motioned by Grace, seconded by Sarah. Committed- no concerns. Contractual- 2 speakers, each $1,000. Instructor fees, dance. No concerns. Within $3,500 guidelines. Food- no concerns. Travel- within guidelines, $40 per person, in MW. Reese Call the question, seconded by Grace. Roll call vote. Motion passes 5-0-0.
Jazz Society
   i. Haley entertained a motion to approve Jazz Society budget in full for $3,500. Motioned by Reese, seconded by Sarah. Entered discussion. No committed item. Contractual- 2 guest artists. Within guidelines because they are only requesting $3,500 for one artist, getting revenue for other artist. Reese Call the question, seconded by Grace. Roll call vote. Motion passes 5-0-0.

Psi Chi Honor Society
   i. Haley entertained a motion to approve Psi Chi Honor Society budget in full for $8,576.75. Motioned by Yasmin, seconded by Reese. Committed- within guidelines. Contractual- within guidelines. Food- within guidelines. Travel within guidelines. Reese Call the question, seconded by Yasmin. Roll call vote. Motion passes 5-0-0.

Env. Sc. & Policy Grad, Student Org

Haley entertain motion to enter 10 minute recess. Motion passes.

As point of info, a few members were not present at meeting, they should have abstained, first few votes including Feminists 4 Action, InterVarsity, SCM, Phi Eta Sigma, SASA, BSU, Intertribal Student Council, Jazz Society, Psi Chi Honor Society, and Env. Sc. & Policy Grad, Student Org. The correct vote tally is 2-0-3, 2 in favor, 3 abstaining. Any objection, hearing none. So be it.

International Club Budget
   i. Haley entertained a motion to approve International Club budget in full for $3,942.15. Motioned by Yasmin, seconded by Grace. Entered discussion. Everything within guidelines. Reese Call the question, seconded by Grace. Roll call vote. Motion passes 5-0-0.

Ballroom Dance
   i. Haley entertained a motion to approve Ballroom Dance budget in full for $5,196.95. Motioned by Grace, seconded by Yasmin. Entered discussion. Committed, contractual, food and travel within guidelines. Reese Call the question, seconded by Grace. Roll call vote. Motion passes 5-0-0.

WOC
   i. Haley entertained a motion to approve WOC budget in full for $7,800. Motioned by Yasmin, seconded by Sarah. Entered discussion. Committed- changes from budget presentation. Took off karaoke and moved into supplies. All good. Within guidelines. Contractual in guidelines. Food- within guidelines, event is beneficial to students if interacting with faculty. Travel in guidelines Reese Call the question, seconded by Yasmin. Roll call vote. Motion passes 5-0-0

Dance Team
   i. Haley entertained a motion to approve Dance Team budget in full for $11,633.65. Motioned by Yasmin, seconded by Reese. Entered discussion. Committed in guidelines. Contractual-
over guideline of $3,500 by $600. Choreographers and music. They have to buy rights to songs and mix it. Required to have licensing and need the music to be mixed professionally. We can do a straw poll throughout the day to see how people are feeling about breaking guideline. If breaking guideline, need 2/3 vote. Reese- I understand majority of committee doesn’t want to give them exception, can we cut that money and then not decide to cut a specific thing? Can we just cut $600 and not specific item. Yasmin- the music is very important to them, they don’t have ability to do mixing on own. Grace- budgets are made to put in order of importance, music is last. I don’t support breaking guidelines. Sarah- agree with Grace in cutting music as its last. If there’s a way to work it out to get something down $600 let’s keep music. Will- I think we should cut jazz and if they find cheaper choreographer within budget. John- you can cut amount as opposed to a thing in budget. Let’s do that. Grace moves to friendly amend motion by reducing contractual total to $3,500 to be within guidelines. Yasmin accepts. Haley removed dollar amount of $600 in budget, not cutting it, they just need to work with Lea. Food in guidelines. Travel- 1/2 within guidelines of $40 per day. Breaking guidelines of $3,500. Reese- I am in favor of exception of MW rule, this sets precedent, but its important for org and the org contribution they put in makes this work. Grace- I don’t think we should break either guidelines, sets too much precedent. Reese- we already make exception for H4H of MW. Haley-looking to change org contribution for trip to make within guidelines. Grace- we should change total to $3,500 and let them deal with it. Sarah- for breaking $3,500 guidelines because this gets school name out into higher level competition, they are doing huge contribution for FL trip, they do fundraisers. Most orgs aren’t raising that much money, I can see giving exception for that. Will- if we cut FL trip it would be within guidelines. Reese- also okay with breaking $3,500 guideline, sets precedent but the amount of funding is a precedent. They fundraise $18,000 and we give less than that. If other orgs want to do same thing, that’d be okay Yasmin- if you can fundraise high enough is everyone going to be like that? Will- there’s nothing in the guidelines saying if you raise enough money you can go. Grace- if they can raise $18,000, Why can’t they raise $3,000 more? Reese- the guidelines can be changed. It’s okay with Reese to break, and I do see merits against breaking guidelines. MW guideline break 4-1. Will- taking money away from orgs who aren’t going outside of Midwest. Haley- reminder we want the orgs to be able to do what they want to do, they should be able to do it. Our main purpose is to make sure an org is able to do what they want to do. Reese- the goal of the dance team is to compete. Grace moves to friendly amend travel portion budget to completely remove FL trip. Yasmin does not accept. Yasmin- it was really important for them. Reese- I think we focused a lot on the money, when we should focus on the purpose of their org. John- just because you don’t give them money doesn’t mean they won’t go. Reese Call the question, seconded by Grace to approve budget in full. Motion fails by a vote of 3-2-0. Reese motions to enter committee of the whole for the whole for 5 minutes. Seconded by Yasmin. In motion of the whole. Grace- not willing to break $3,500 guideline. Straw poll MW guideline 4-1. $3,500 guideline 4-1. Reese moves to end committee of the whole. Seconded by Grace.
Reese moves to approve dance team budget in full. Haley- guidelines are in place for today. We want to keep moving on. Sarah- they can always come back next year. Haley- if we don’t approve them for this, they cannot come back for this. Straw poll- MW but not monetary. Grace moves to approve budget in total for $8,304.85. Reese seconded. Will call the question, second by Yasmin. Roll call vote. Motion passes 5-0-0.

- OLA
  - Haley entertained a motion to approve OLA budget in full for $10,366.50. Motioned by Reese, seconded by Will. Entered discussion. Committed- within guidelines. Contractual- within guidelines. Food- within guidelines. Travel within both guidelines. Reese Call the question, seconded by Grace. Roll call vote. Motion passes 5-0-0

- SASU
  - Haley entertained a motion to approve SASU budget in full for $9,875.00. Motioned by Grace, seconded by Sarah. Entered discussion. Committed- within guidelines, contractual event within guidelines, 5 food events within guidelines, travel within guidelines. Yasmin Call the question, seconded by Sarah. Roll call vote. Motion passes 5-0-0

- PEAC
  - Haley entertained a motion to approve PEAC budget in full for $3,800. Motioned by Sarah, seconded by Yasmin. Entered discussion. Committed, contractual, food, travel within guidelines. Sarah Call the question, seconded by Grace. Roll call vote. Motion passes 5-0-0

- Dietetic Club
  - Haley entertained a motion to approve Dietetic Club budget in full for $6,536.06. Motioned by Grace, seconded by Sarah. Entered discussion. Committed, contractual, food, travel within guidelines. Reese Call the question, seconded by Grace. Roll call vote. Motion passes 5-0-0


- Haley called the meeting to order at 12:09 PM

- SGA
  - Haley entertained a motion to approve SGA budget in full for $71,253.16. Motioned by Reese, seconded by Yasmin. Entered discussion. Committed- outside of guidelines. Contractual- over guidelines. Financial organization sponsorship – a way to give orgs money without SUFAC approval when SUFAC already does this. Grace- we should not do that as it is basically using our money but not adhering to guidelines. In favor of removal. Reese- do not want to fund that. Any org can come to us and ask for exception or contingency. Sarah- with committee chair programming, chairs usually pair with a student org. Will- much of the committee chair programming goes unspent or rush to do it at the end of the semester. Grace moves to friendly amend motion by removing financial organization sponsorship. Reese accepts. Grace- going over guidelines fits their needs to be successful. Sarah- agree, even though over budget, SGA does a lot all over campus and are designated for students. Food- over guideline by $250. Exception is fine. Travel- within guidelines. Scholarships- original presented for $50,695. New total $40,948.00. Sarah- original proposal was out
there, but this can be made to work. Haley- we are not here to base money based on
workloads. Grace moved to friendly amend motion on budget to reflect total allocation to
$60,006.16 because of changes in salaries and scholarships. Reese approved. There are
supposed to be 2 admin assistants on budget. Reese Call the question, seconded by Sarah.
Roll call vote. Motion passes 5-0-0

- Sheepshead Review
  - Haley entertained a motion to approve Sheepshead Review budget in full for $13,890.
    Motioned by Grace, seconded by Yasmin. Entered discussion. Committed- capital outside of
guidelines. Reese- all for breaking guidelines. Sarah- we should leave guidelines in place and
they will have to correct to guideline amount. Haley- this is what this org in about. Reese-
we have made this exception because it is what they org is all about. Yasmin- agree, purpose
of the club. Will- it seems every other month they are asking for more money. Yasmin- if we
were to lower the amount what would we get rid of. Contractual- review panel within
guidelines. Food in guidelines. No travel requests. Reese Call the question, seconded by
Grace. Roll call vote. Motion passes 4-1-0

- CRU
  - Haley entertained a motion to approve CRU budget in full for $14,776.05. Motioned by
    Sarah, seconded by Reese. Entered discussion. Committed within guidelines. Contractual-
    in guidelines. Food in guidelines. Travel- meeting guideline of $40 per day, breaking $3,500 on
    basis that if SUFAC is contributing over $3,500 org contribution ups to 67%. Will Call the
    question, seconded by Sarah. Roll call vote. Motion passes 5-0-0

- Newman Catholic Student Community
  - Haley entertained a motion to approve Newman Catholic Student Community budget in full
    for $3,703.62. Motioned by Sarah, seconded by Grace. Entered discussion. All within
    guidelines. Yasmin Call the question, seconded by Sarah. Roll call vote. Motion passes 5-0-0.

- Chi Alpha Campus Ministry
  - Haley entertained a motion to approve Chi Alpha budget in full for $3,655.71. Motioned by
    Sarah, seconded by Yasmin. Entered discussion. All within guidelines. Sarah Call the
    question, seconded by Grace. Roll call vote. Motion passes 5-0-0

- Alternate Theatre
  - Haley entertained a motion to approve Alternate Theatre budget in full for $5,813.55. Motioned
    by Yasmin, seconded by Sarah. Entered discussion. All within guidelines. Reese Call the
    question, seconded by Grace. Roll call vote. Motion passes 5-0-0

- Bowling Club
  - Haley entertained a motion to approve Bowling Club budget in full for $7,379.51. Motioned
    by Sarah, seconded by Yasmin. Entered discussion. Committed- breaking guidelines for
    $2,400 registration fees. Reese- for exception, its what they do and if we cut budget, they
    will have to cut members and not participate. Grace- agree with making exception, here to
    support orgs. Contractual- within guidelines, no food, travel within guidelines. Reese Call
    the question, seconded by Yasmin. Roll call vote. Motion passes 4-0-1.
o Social Justice Club
  i. Haley entertained a motion to approve Social Justice Club budget in full for $3,707.52. Motioned by Sarah, seconded by Grace. Entered discussion. Committed in guidelines, contractual in guidelines, food in guidelines, travel in guidelines, Yasmin Call the question, seconded by Reese. Roll call vote. Motion passes 4-0-1

o Women’s Club Volleyball
  i. Haley entertained a motion to approve Women’s Club Volleyball budget in full for $5,265.76. Motioned by Grace, seconded by Sarah. Entered discussion. Membership $1,700, capital meeting guidelines, no contractual or food, travel in guidelines. Reese Call the question, seconded by Sarah. Roll call vote. Motion passes 4-0-1

o Ski & Snowboard Club
  i. Haley entertained a motion to approve Ski & Snowboard budget in full for $3,571.54. Motioned by Yasmin, seconded by Grace. Entered discussion. All within guidelines. Reese Call the question, seconded by Grace. Roll call vote. Motion passes 4-0-1

o Curling Club
  i. Haley entertained a motion to approve Curling club budget in full for $3,520.87. Motioned by Grace, seconded by Sarah. Entered discussion. All within guidelines. Yasmin Call the question, seconded by Reese. Roll call vote. Motion passes 4-0-1

o Habitat for Humanity
  i. Haley entertained a motion to approve Habitat for Humanity budget in full for $4,108.81. Motioned by Yasmin, seconded by Grace. Entered discussion. Committed in guidelines, food in guidelines, no contractual. Travel- Within $40 per day, exceeding $3,500- raised org contribution meeting 2/3 guidelines. Yasmin Call the question, seconded by Sarah. Grace- what about the 3,500 guidelines. Will- there is a precedent set. Reese- if we make the exception here with 2/3 why didn’t we do it earlier. Lower SUFAC contribution to $3,500. Grace entertains friendly amendment by lowering SUFAC contribution to $3,500. Yasmin accepts. Yasmin call to question, second by Grace. Roll call vote. Motion passes to approve 3,689.39 5-0-0

o American Fisheries
  i. Haley entertained a motion to approve American Fisheries budget in full for $3,837.44. Motioned by Yasmin, seconded by Sarah. Entered discussion. Committed within guidelines, no contractual, food in guidelines, travel within both guidelines. Sarah Call the question, seconded by Yasmin. Roll call vote. Motion passes 4-0-1

o A2z
  i. Haley entertained a motion to approve A2Z budget in full for $630.97. Motioned by Grace, seconded by Sarah. Entered discussion. All within guidelines. Reese Call the question, seconded by Yasmin. Roll call vote. Motion passes 5-0-0.

o Anime Club
i. Haley entertained a motion to approve Anime club budget in full for $2,361.00. Motioned by Yasmin, seconded by Grace. Entered discussion. All within guidelines. Reese Call the question, seconded by Grace. Roll call vote. Motion passes 5-0-0

○ Art Agency
  i. Haley entertained a motion to approve Art Agency budget in full for $2,050. Motioned by Sarah, seconded by Will. Entered discussion. All within guidelines. Reese Call the question, seconded by Yasmin. Roll call vote. Motion passes 5-0-0.

○ ASA
  i. Haley entertained a motion to approve ASA budget in full for $2,455. Motioned by Grace, seconded by Yasmin. Entered discussion. All within guidelines. Yasmin Call the question, seconded by Sarah. Roll call vote. Motion passes 5-0-0

○ Athletes in Action
  i. Haley entertained a motion to approve Athletes in Action budget in full for $1,708.81. Motioned by Yasmin, seconded by Reese. Entered discussion. All within guidelines. Reese Call the question, seconded by Sarah. Roll call vote. Motion passes 5-0-0

○ Motion moved by Grace to move funky agendas to front, seconded by Reese.

○ Fishing Club
  i. Haley entertained a motion to approve Fishing Club budget in full for $2,711.31. Motioned by Sarah, seconded by Grace. Entered discussion. Committed in guidelines, no contractual, food within guidelines, 4 trips within guidelines. Prize money needs to be paid back to SUFAC, any other into Agency. If they are competing, they are club sport. Need to look at club sport guidelines now. They have to pay 33.33% of committed items. Grace moves to friendly amend the motion to fully approve fishing club budget for $2,444.64 due to club sport guidelines. Sarah accepts. Travel within guidelines. Grace Call the question, seconded by Yasmin. Roll call vote. Motion passes 5-0-0

○ Computer Science Club
  i. Haley entertained a motion to approve Computer Science Club budget in full for $101.84. Motioned by Yasmin, seconded by Sarah. Entered discussion. In capital, have digital and technology items. Not in guidelines, but purpose of org. John- like to build a computer from scratch. Wouldn’t go well in labs. Grace- in favor of breaking guidelines for org. Grace Call the question, seconded by Will. Roll call vote. Motion passes 5-0-0.

○ WIGCA
  i. WIGCA is a sorority and SUFAC does not fund sororities. We will be dismissing it.

○ Ultimate Frisbee
  i. Haley entertained a motion to approve Ultimate Frisbee budget in full for $3,499.99. Motioned by Grace, seconded by Yasmin. Entered discussion. Club sport paying 1/3. Asking for coaching fee, coaching fee was removed by Jeff. Reese- what is our record in our past? Haley- this is a new thing this year. They can come ask again if we take it out. Yasmin makes friendly amend to take out coaching fee of $1,086.65. Grace accepts. No food, travel within
Campus Kitchen

- Haley entertained a motion to approve Campus Kitchen budget in full for $2,689.58. Motioned by Grace, seconded by Yasmin. Entered discussion. Capital within guidelines, no contractual, no food. Travel trip in Washington Dc. Asking for UBER/LYFT. Yasmin- nothing in this type of travel. Under $3,500. Reese is for approving it. Reese- so we pay for travel to and from. Haley- something we don’t typically fund for a normal travel request. Yasmin moves to make friendly amendment to take out funding for trip 2. Total allocation is now $2,647.34. Reese Call the question, seconded by Yasmin. Roll call vote. Motion passes 5-0-0.

Ducks Unlimited Budget

- Haley entertained a motion to approve Ducks Unlimited budget in full for $2,000.14. Motioned by Grace, seconded by Yasmin. Entered discussion. Lea bought educational decoys in 2016 & 2017. Haley- org did not present, it was decided 4 years was about life span for ducks. Reese moves to friendly amend motion to strike educational decoys from capital items moving total down by $300. Grace accepts. No contractual, food within guidelines, travel in guidelines. Sarah call to question, seconded by Reese. Roll call vote. Motion passes 5-0-0.

GBB

- Haley entertained a motion to approve GBB budget in full for $910. Motioned by Reese, seconded by Sarah. Entered discussion. S&E within guidelines. Marketing tools and org smorg question. Marketing tools- things to promote org, and org smorg. Reese fine with exception of Green Bandanas. Marketing tools more iffy on. Grace- agree with Reese, bandanas are good, marketing tools should be considered in discussion of marketing/orgsmorg. John- marketing tools is different than org smorg. Grace- during our discussions, we talked about if promotional material should be in that budget or outside. Reese- marketing tools aren’t promotional items. Took out tri fold poster board from itemized list. Grace friendly amend of amount for GBB to now remove poster board as it is out of guidelines, budget lowered by $25. Reese accepts. No contractual, food in guidelines, no travel. Reese call the question, seconded by Yasmin. Roll call vote. Motion passes 5-0-0 for new total of $885.

Hip Hop


Love Your Melon
i. Haley entertained a motion to approve Love Your Melon budget in full for $725.00. Motioned by Grace, seconded by Sarah. Entered discussion. Committed, contractual is all food, no travel request Reese Call the question, seconded by Yasmin. Roll call vote. Motion passes 5-0-0.

   o PRSSA
      i. Haley entertained a motion to approve PRSSA budget in full for $2,161.34. Motioned by Reese, seconded by Sarah. Lea- what is subscription? Itemized list doesn’t line up with committed. Grace offers friendly motion to amend motion for total amount to reflect S&E expense of $206.28. Reese accepts. Contractual within guidelines, food in guidelines, travel in guidelines Reese Call the question, seconded by Yasmin. Roll call vote. Motion passes 5-0-0 for new budget total of $1,947.62.

   o Reese moves to package the remaining g budgets as one action item. Grace seconded. Will call the question, second by Yasmin. John- itemize amounts for each one.

   o Total for the remaining orgs $46,727.39. Grace call the question, Will seconded. Roll Call vote on packaged budgets. Motion passes 5-0-0.

VIII. Announcements
   i. YAY
   ii. Grace- this will be my last meeting, was good to work with you all!
   iii. Y’all did good getting through the day, good work over this semester
   iv. Haley- good job, thanks for everything
   v. John- Approved a total of $314,047.29
   vi. Next meeting Tuesday 5:15

IX. Adjournment
   a. SUFAC Chair Haley adjourned the meeting at 2:30PM. Motioned by Grace, seconded by Yasmin. Meeting adjourned.