

## SUFAC

### Meeting Minutes for 16 February 2012

- I. **Call to Order:**  
SUFAC Chair Matt Balson called the meeting to order at 5:20pm.
- II. **Roll Call:**
  - a. **Members Present:** Matt Balson, Jessica Olive, John Landrum, Michael Hengles, Jillian DeRidder, Lindsay Krapfl, Kyle Zellner, Kim Dawson, Jeff Huebner, Shawna Albert, Shawn Brown, OFO
- III. **Recognition of Gusts:** Andrew D.; Camping and Climbing, Morgan Alan M.; Camping and Climbing, Jonathon Buss; Gamer's Club, Kyle Bultman; RPG Club, Paige Gayle; WOC, Rosa Serrano; WOC, Tevelung Lee; SASU, Kurt Keschgl; ASA, Kayla Tuchalski; Pre-Med Club, Cheunhua Ho; Pre-Med, Noel Alvarez; Pre-Med, Travis Willer; SCA
- IV. **Approval of Agenda:** Matt entertained a motion to approve the agenda. Jess said that item G will be struck from the agenda. Jeff motioned. Jess seconded. Jillian called the question. Kim acclimated.
- V. **Approval of Minutes:** Matt entertained a motion to approve minutes from Feb. 9, 2012. Jess motioned. Kyle seconded. Michael called the question. Jess acclimated.
  - a. **OFO:** The contingency report is \$31,262.94 and the new organization start up, \$1,100.
  - b. **Senate:** Orgsmorg was very beneficial for us, as we have had five Senate applications. On Monday, we will be hearing from SUFAC about the seg fee.
  - c. **SGA Exec:** No report.
  - d. **Vice Chair:** Will save for the announcements.
  - e. **Chair:** No report.
- VI. **Discussion Items:**
  - a. **SASU Contingency Request:** We're requesting money for travel request. Our current agency balance was \$2,336.21. That has now changed \$2,064.92. We are planning on going to Urbana Illinois on March 30-April 1. The purpose of the trip is to go to the U of Illinois, which is hosting the MASU Spring Conference. The theme this year is Breaking Habits. SASU has participated in the biannual conferences within the last few years. We are able to develop leadership skills, able to network, and learn about future jobs and career also. Registration is \$50/person. Were expecting 28 students to attend, which totals \$1,400. We would be staying two nights and needing six rooms. Total lodging would be \$1,800. The transportation would be \$574. We would also be taking four motor pool vehicles, which would equal

\$240. The total expense is \$4,014. We would contribute \$1,337, and the SUFAC contribution would be \$2,677.

**Questions:** OFO asked why there are only six rooms for 28 people. The org puts five people in a room to cut the cost. Michael asked if this trip has been gone on previously? Yes. Michael asked if they requested this trip in last year's budget? Yes, they think so but would have to double check. Michael asked why they feel this trip is justifiable when they are exceeding the \$2,500 limit. Different universities organize this conference, and they do focus on the Midwest. Since we allow non-SASU members to attend, we raised this number up so more members can go. Michael asked if they take other trips. We took a trip in the spring, which was a leadership retreat. That was a two-day conference. Comparing the two, MAASU LR focuses on the individual, where MASU is a bigger conference that focuses on networking and working with professionals. Jess said that this is a typical turnaround in one week, but we may make it an immediate action item.

- b. **WOC:** Under S&E, we're asking for \$100 for duplicating. Under our capital items, we are requesting two items. The first item, promotional items, would cost \$200. Our second item, which would be letters of Love Stationary, would cost \$250. The total would be \$450. For contractual, we're requesting \$1,500. Program one, our Valentine's Dance, would cost \$500. This would include a DJ and decoration. Program two and three, each costing \$400, would allow us to show films. A few examples would be America the Beautiful, Skin, and The Shadows of Freedom. For food, we're asking for a total of \$350. The first program, \$100, is for the Valentine's Day Dance. Our second program, we're asking for \$50 for our org meetings. Programs three and four, each for the film discussions, we're asking for \$100 each. We have one trip request, which is to the WI Women's Studies Conference. We're expecting seven students to attend, with a cost per student being \$60. The total registration would be \$420. We would be staying one night, needing two rooms, and therefore, our total lodging would be \$200. We would be taking one vehicle and our total transportation would be \$91.80

**Questions:** Lindsay asked where the conference was. The org believes it could be in Oshkosh this year. Jess asked if the \$400 covers one film for spring and one for fall. Yes. Jess also asked if the love letters are sent to members within the org? Yes, it's like a round table discussion. Jess asked if each member would get one piece of paper, and that is why it would last five years? Yes. Each stationary there is at least 12 packets in each box. Jess asked if there were over 100 sheets then. Yes.

**c. Camping and Climbing:** We're requesting \$125 for food, which will go towards our Winter Camping Safety Seminar. This is to teach the students about safety during winter camping. We have five trip requests. The first is to Devils Lake. We are expecting 10 students to attend, with a cost per student being \$90. The total registration would then cost \$900. We would be staying two nights, and would need one room (campground). We would be taking three personal vehicles. The total lodging would be \$90, and the total transportation would be \$335.22, total trip cost would be \$1325.22, org contribution would be 441.74, and SUFAC contribution would be \$883.48. Our second trip is to Black River State Forest. We would be taking 12 students, with a cost per student being \$3. The total registration would be \$102. We would also be staying two nights and needing one room. The total lodging would cost \$80. We would also be taking four vehicles, with a round trip mileage of 320 miles. The cost per mile per vehicle would be .352, and the total transportation would be \$473.60. The total trip cost would be \$655.60, organization contribution would be \$218.53, and SUFAC contribution would be \$437.07. Our third trip, to Adventure Rock, we would be taking 15 students with a cost per student being \$15. The total registration would then be \$225. We would also be taking four person vehicles, with a total transportation of \$417.36. The total trip cost would be \$642.36, organization contribution would be \$214.12, and SUFAC contribution would be \$428.24. For our fourth trip, we'd like to go to Rib Mountain. We would be taking 15 students, with a \$4 cost per student. The total registration would then be \$88. We would be taking four personal vehicles, with the total transportation being \$304.88. The total trip cost would be \$392.88, the organization contribution would be \$130.96, and the SUFAC contribution would be \$261.92. For our last trip, UWEC Climbing Wall, we would be taking 15 students with a cost per student being \$5. The total registration would then be \$75. We would be staying one night and needing five rooms, which would make our total lodging \$250. We would be taking four personal vehicles again. The total transportation would \$651.20, total trip cost would be \$976.20, organization contribution would be \$325.40, and the SUFAC contribution would be \$650.80.

**Questions:** Michael asked why the climbing wall is different at UWEC compared to ours. Eau Claire's is much bigger, plus it has a little bit of an overhang, which makes it more challenging. Jess asked how much money there are for prizes to give away. Jess asked what kind of prizes? One example is a nice thermos, sleeping bags, gloves, and things that you'd need winter camping. Jess asked what the 90 for Devil's Lake include? This is the cost for the campsite and the entrance fee. There is a guide that helps us there. Jillian asked if he's there the whole weekend? Yes. OFO asked if this includes their

equipment. Yes. OFO asked about trip two, and if there was a group entrance fee and a cost per student. The \$3.00 is an entrance fee for the state forest, and the other cost is for the campsite. OFO said there is another trip like that, trip four. Kyle asked why they need five rooms for 14 people. We're guessing that the rooms are pretty small. OFO asked if they know of a hotel that will cost \$50 a night? We did not go last year on this trip so we're not sure. Kim asked where trip three is. That is in Pewaukee.

- d. **Gamer's:** We're requesting \$250 for S&E. Photocopying would cost \$150, and duplicating would cost \$100. We're also asking for \$200 for our two capital items. Item one, games for weekly meetings, would cost \$200. We do keep the games secured. Item two, which would cost \$250, would be for prizes for Chaotion. We have one trip request, which is to Gen Con Indy. We are expecting 10 students to attend, with a \$75 cost per student. The total registration would cost \$750. We would be staying four nights and needing three rooms. The reason we go to this convention because it's the largest conference within the area. Almost every game has representation there. We also attend seminars. They also hold many world-class tournaments, which is very rare for a lot of our members. The total lodging would then be \$1,650. We do a lot of fundraising so we're able to go to Gen Con Indy. Many times we raise more than enough money needed.

**Questions:** Jess asked how many different games you get for \$200. About four to five new board games. The type of games we would buy could vary, but we do ask our members to input. This could vary due to club interest. Jillian asked how the org gets their revenue. We charge \$5 for a day pass and \$15 for a weekend pass. Certain tournaments can cost money as well. OFO asked if they were taking a bus down for their trip? Yes. We go through a gaming store, which is cheaper. Therefore, we go through them, as parking is very expensive as well. Matt said that the S&E expense is \$250; therefore, we'll need an itemized list.

- e. **Pre-Med:** We're asking for \$100 under S&E. General supplies would cost \$25, photocopying would cost \$40, and duplicating would cost \$35. Under capital items, we're requesting \$150. Item one, which would cost \$100, is for the 2012/2013 MCAT Prep Book. Our second item, 2012/2013 MSAR Book, which would cost \$50. Under contractual we're requesting for \$1,000. Program one and two, both costing \$500, is for a premedical speaker, such as a doctor or medical student. For food, we're requesting \$686.80. The first and second event, each costing \$43.40, is for the fall and spring Blood Drive. Programs three and four, each costing \$150, is for the fall and spring recruitment events. The last two programs, five and six, each costing

\$150, is for our fall and spring guest speaker. We have two travel requests. The first is to UW-Madison. This allows us to attend Doctober Fest. This will help students understand the field of medicine and possible careers. It's very educational. We're expecting seven students to attend, with a cost per student being \$65. This would bring the total registration to \$455. We would be staying one night and needing two rooms. We would also be taking one motor pool vehicle. The total transportation would be \$166, total trip cost would be \$621, org contribution would be \$207, and SUFAC contribution would be \$414. Our second trip, Medical college of WI Milwaukee, we're expecting 14 students to attend. We would be taking two motor pool vehicles. The total transportation would be \$250, org contribution would be \$83.33, and the SUFAC contribution would be \$166.67.

**Questions:** Jess asked where they would store the books. We would give it to the 3<sup>rd</sup> floor in Coffrin, and any pre-med student is able to check it out. Jess asked if they were only getting one book of each. Yes. Jess asked if they don't plan on updating books more than every five years? We expect them to last that long, but we'd like to update them as much as possible.

- f. **ASA:** We are asking for \$236.10 for S&E. General supplies would cost \$62, photocopying would cost \$10, postage would cost \$14.10, and duplicating would cost \$150. There is an itemized list for this as well. Under contractual, we're asking for \$125, which would go towards our CPA Luncheon (speaker). For food, we're asking for \$2,325. Our fist program, CPA Luncheon, has been our biggest event, and therefore, we're requesting \$1,575. Programs two and tree, fall and spring socials, we're requesting \$150 each. Program four, the IMA Student Dinner night, would cost \$300, and program five, study nights, we're requesting \$150.

**Questions:** Jess asked if the \$125 is for the one keynote speaker? Yes. And she/he gets the gift? Yes. The org has teamed up with the alumni association as well and they have given gifts for speakers. Michael asked is the primary purpose for the luncheon is networking? Yes. Michael asked why they spend so much money on one event? We do have other events, but we use our agency money for those events. This is our biggest event, and therefore, we try to get as many students and professionals here as possible. There is a lot of competition with St. Norbert's, and us, so to ask professionals to pay for lunch is seen as not professional. Michael asked who gets the invite for the luncheon. We send out invites to those who have come in the past. Kyle asked what their dues are? \$10/semester or \$15/year. Jess asked if they plan on having their fall and spring social

on campus? No. Where are they planning on having the social? Fall was has been at Galligers, and spring was at Knuckles. We try and have it off campus just to break up the daily routine. Jess asked how they are pricing out the food for that? Usually, we try to make it where pizza is served, as that's the cheapest option. Jess asked if they had lower than their expected attendance because it was off campus? No because we carpool. Kyle asked if this would be considered under travel? No, not since it is within Green Bay.

**SCA:** Under S&E, we're asking for \$345. General supplies would cost \$50, photocopying would cost \$20, duplicating would cost \$100, and memberships would cost \$180. This is for our four officers. Under capital items, we are asking \$1,000. Item one, materials for Medieval Clothing, would cost \$1,000. Our item two, Seroogy's Fundraising, we're expecting that to cost \$500, with expected revenue to be \$1,000. Under contractual, we're asking for \$400 for a Masquerade Ball. Students will get in for free, but we will charge other people. We have instructors who come in as well. We usually have good attendance as well, so we're hoping this will grow as well with it being an annual program. Jillian asked what the ratio for this event? One third were students, two-thirds not. For food, we're requesting \$400. Program one, Danza Macabre, would cost \$100. Programs two and three, our welcome back moot fall and spring, each would cost \$150. We have three trip requests. The first is to Bar's Head. We're expecting 10 students to go, with a cost per student being \$22. Total registration would then be \$220. We would be taking two personal vehicles as well, with our total transportation being \$172.80. The total trip cost would be \$392.80, org contribution would be \$130.93, and SUFAC contribution would be \$261.87. Trip too, Haire Affaire, we're expecting to take 10 students, with a cost per student being \$25. The total registration would then be \$250. Total transportation would be \$146.88, total trip cost would be \$396.88, organization contribution would be \$132.29, and SUFAC contribution would be \$246.59. Our last trip, SCA Event, we're expecting go take 10 students with the cost per student being \$25. The total registration would then be \$250. The total transportation would be \$216, total trip cost would be \$466, organization contribution would be \$155.33, and SUFAC contribution would be \$310.67.

**Questions:** Jess asked about the memberships, and if that's paid to the nationals? Yes, it is. Jess asked how much \$1,000 would get for clothing? About 15 nice outfits. We have also teamed up with other orgs. Some students also have tried to teach us sewing techniques as well. Jess asked if the outfits are kept by a select person? Yes. Jess asked why that person just doesn't buy them? If one person were buying an outfit, it'd cost about \$350-400. Jillian asked if everyone

gets a new outfit every year? Just the new students. Jess said that as a point of information, that could be done as a fundraiser so SUFAC would get that money back. The org would like to have that change. Kim asked if there was a trip three? Yes, we just don't know where yet. Jillian ask if they provide masks, etc? Yes, but a local org has some of that already, so we plan on working out a deal. Jess said that as a point of information, if trip three is a summer trip, any student that graduates in May would not be able to attend.

- g. SGA Contingency Request:** We are requesting additional 20 hours for our administration assistant to type up the D-Day minutes. Matt asked if Jess would like to make this an immediate action item? Yes. Matt entertained a motion. Jillian motioned. Kim seconded. Kyle called the question. Kim acclimated.

Jess motioned to make SASU an immediate action item. Kyle seconded. Kim called the question. Jillian acclimated. SASU became action item B.

**Recess for five minutes.**

**VII. Action Items:**

- a. SGA:** No discussion. Matt entertained a motion to approve in full. Kim motioned. Kyle seconded. Kim called the question. Roll call vote passes 9-0-0.
- b. SASU:** Michael feels it's a lot of money for one trip, which have similar purposes to others that the organization goes on. Jess said they had two possible trips. Brooke said they are going on that trip, just for officers. John said they've spent \$2,300 on trips so far. If we approved this, that would double their trip. Jess did say that SASU is a relatively large organization. This trip does deal with networking, while the other trip does focus on the individual. Jess said it does fit with their mission, but because it's over our guideline, we'd need a two-thirds vote. Kim said it's also within the Midwest. Jess asked if the board would want orgs to take fewer students to fit within the budgeted guideline, or not? Jess feels like she's ok with the trip. Shawn wasn't sure why they didn't request the trip last year? Jess thinks they did, but were denied. Kyle said originally he felt like he would deny the trip request, but because we accepted another org in the same situation, he may change his mind. Jess called the question. Roll call vote passes 8-1-0.

**VIII. Discussion of Tonight's Presentation:** OFO did number changes.

**IX. Discussion of D-Day Guidelines:** No additions from last week.

**X. Announcements:** Please be considerate of the things that you are saying as the meeting is recorded. Also, people can request to listen to those tapes whenever.

**XI. Adjournment:** Jess motioned to adjourn. Kim seconded. Jillian called the question. Kyle acclimated.

Respectfully submitted by:  
Hope Nyenhuis  
SUFAC Administrative Assistant