

SUFAC

Meeting Minutes for 27 Jan. 2011

- I. Call to Order**
SUFAC Chair Sophie Nelson called the meeting to order at 5:22 pm.
- II. Roll Call**
 - a. **Members Present:** Sophie Nelson, Jessica Olive, John Landrum, Julia Stock, Andy Teale-SGA Exec., Matt Balson, Ryan Conahan, Cheng Thao, Chelsea Rollay, OFO
- III. Recognition of Guests GALLERY**
- IV. Approval of Agenda** A. WGBX B. Saga C. Club Vball. D. SHRM. E Circle K.
F. Bowling Club. G. Guideline review Jessica motioned to approve. Chelsea seconded. Jessica called the question. Sophie acclimated.
- V. Approval of Minutes** Sophie explained that the minutes from the meeting prior to Christmas Break have been lost and there will be a skeleton markup next week.
- VI. Reports**
 - a. **OFO:** Contingency is \$31,159.68 and small organization start up is \$1,300.00.
 - b. **SGA Exec:** Student representative meeting is this coming weekend along with United Council. Also, new policy coming out to UW-GB, ask for copy if wanted.
 - c. **Vice-Chair:** Welcome back.
 - d. **Chair:** Each organization will get 10 minutes to present their budgets.
- VII. Discussion Item**
 - a. **WGBX:** General Supplies: We are asking for \$50 for basic office items, \$204 for phone, \$50 photocopying, \$10 for posters, \$300 for duplicating. Membership fees are \$50/yr. and is done every year along with asking for \$1,610 for two computers. For Capital Items, we're asking \$2,000 for licenses. This covers games for all athletic events along with other events throughout community. This is a good exposure for both the radio station and UW-GB. Lastly, asking for \$500 for music as the last purchase for music was in 2009. The radio station must physically own the cd in order to play a song. No honorariums.

Contractual: Organization is unsure on the exact bands because bands aren't scheduled that far in advance. We're hoping to work with more local bands. Asking for \$2,000 for March to Lambeau. The march is from a grocery store to Lambeau Field and then stopping there to tailgate. Would like more funding in order to gain full experience of tailgating in Lambeau's parking lot. Expense of

that is unknown so far in advance. Funding will also be needed for bussing students back so they don't need to walk back to their cars. Organization has broadcasted live from parking lot in past years. Approximately 50-60 kids participated last year. Experience will be better if granted extra money. For fall/spring meeting, would like \$150 for food. Hope to bring young talent into radio station.

Questions: Julia asked how much spot costs for the March to Lambeau. Lot isn't exactly priced but if there is left over money, that will go to food. Jess asked how many phones there are. One total. Also asked what's all included for equipment. Station needs board to hook up for existing equipment when broadcasting live. Board will be signed out when one needs it for event. Jess asked about how many concerts there would be. Budget will hopefully work for about 4-5 bands for one academic year. After Hours events were left out of budget because idea was up in the air as it is a lot of work for a number of people within station. Jess explained that t-shirts will not be funded by SUFAC unless for a fundraiser. Ryan asked how many cds/songs the radio station would get for \$500? Station hopes to get a full library with up to date with rock and alternative. Goal is to get solid music library and then rotate a total of 5 play lists so music isn't so repetitive. Chelsea asked for more clarification about equipment board. Very similar to a soundboard. Jess asked if the soundboard would be out of date within four years. Most likely no.

- b. SAGA FW:** General Expenses. Purchasing office supplies; chalk, photo copying, postage, duplicating (a little more so signs look more professional), and subscriptions. Capital Items. Org promo, recruitment.

Contractual: Drag Show in Spring. Money for contract fees. Looking for guest speakers for meetings that give a more academic perspective. Teen movies (3rd program) which would be shown in Christie Theater. \$300 for full year for food. Two socials/semester that would encourage membership. One pizza event and another a lunch box event more in spring.

Travel to one conference each year. Midwest Conference :Planning to take 15 students using 3 motor pool vehicles. \$75/person. Two nights. SUFAC contribution \$2,219. \$1,109.50 from organization agency.

Need breakdown for Drag show. Organization will e-mail SUFAC.

Questions: Jess asked for an example of guest speaker. Organization hasn't had a guest speakers within the last three years and no copies of any previous speakers. Members within org asked specifically for Drag show and guest speakers on campus. Jess asked if movies have been done before? Prayers for Bobbie was shown last year. The movie Milk will hopefully be shown this year. Matt asked how many speakers for next year. Hopefully 3-4.

- c. **Club Volleyball** (Will be two diff budgets, one for men's, one for women's).
Men: General Office \$50 for binders for each player which contains spreadsheets for Defenses/Offenses, photocopying, and postage. \$250 for conference dues. With dues you get two play dates and tournament fees.

Capital: Lockable storage cabinets to keep track of uniforms, practice supplies so they don't get lost being transferred within members. Med kit b/c team doesn't have access to trainer. Practice supplies such as flip chart and ball cart. Have two currently, need one more for 10 new balls that will get next year.

Honorariums: Two coaches. \$5/hr. 15-20 hours a week. Club season is mid October-mid April. Three honorariums. Tanya, planner for Kress times. Debbie-women's coach, helped with practice supplies. Jeff is advisor. They are there on a day to day basis.

Contractual: \$150-200/weekend tournament. Usually about 5 tourneys/yr. Travel: Two day state tournament is required. Location varies from year to year (Whitewater last year, Oshkosh this year). National Tourney depends on how team does during state tournament. This year National Tournament, 3-4 days, is in Texas. Location varies for Play Dates. Locations aren't determined until October of that upcoming season.

Questions: Matt asked if bid was needed to go to national. Yes. For honorariums, are they staff? Yes, therefore, can't get honorariums for staff but co-coach is a student and therefore he/she is ok. Chelsea asked about how many sheets for binders. This year is 25 pages. Binders include defenses, 6 rotations total, for example. Needed for visualizing, or how system will work. Good resource to have. Jess asked if item three is for convenience? Correct. Have asked Kress to fix net but no intention of doing so anytime soon. Jess asked how many balls the cart holds. About 20. Don't need a new cart because some balls will be thrown out. Balls usually lasts 3-4 years. Jess asked about co-coaches. Club has two co-coaches. There is no interview process, all volunteered. For future seasons, organization sees the need for co-coaches. Jess changed trip 2 to 4. NIU as trip 2, whitewater trip 3. NIU is not northing Illinois, really two hours north of GB. Matt asked if storage cabinet is mobile, yes. Jeff will give locker and will help with location of movable storage cabinet. Jess asked about estimations for national trip. Budget was estimated through Fox Valley Travel. Referred to by Debbie.

Women: General Supplies. Similar to men's. Membership is \$400 because women's team is considered Varsity.

Capital: Hope to get uniforms same as men, game/practice balls same as men. Only get about 4-5 because must share with other students who come in to gym. Men/women's balls differ from one another. Ball crate will be located with help of Tim. Med kit needed because of no trainer. \$400 covers two play dates and state tournament. Any extra tournament is about \$250. Asked to go to Madison in March, but extra \$150 so most likely won't be going this year. State tournament occurs in the same place as boys. The same is true for the National Tournament.

Play dates decided at scheduling meeting so unsure of when/where tournaments would occur.

Questions: Chelsea asked where men store balls. Lockable ball cart stored in laundry room in Kress. Women don't have anything to store, balls or carts. Women check out Kress balls. Chelsea asked if sacks to hold balls would be cheaper. Yes, but someone could easily steal as Laundry room is always open and organization sees that as a problem. Jess asked if moving national trip to 4, trip four to three and three to two was ok. Blood jersey is factored into budget. A player cannot play with a jersey that has blood on it. Jess asked if able to share med kit. Yes, but supplies usually does get used up by one team by end of year.

d. SHRM

General Supplies: \$100 for notebooks. Memberships are \$35 for nationals and about 14 students will go. About 15 from GB chapter for each event. Asking \$500 for books to study for HR tests. Contractual: hoping to have 12 speakers, one each month. Would like to have a few keynote speakers as SHRM had one last semester and it was very successful (requesting \$845). Asking \$150/semester for food, \$150 for keynote speaker. For travel, trip to leadership center. Approximately 10 students will attend; \$50/student. WI State SHRM: \$50/student. Hope 15 students go. At state, helps students network with local professionals, team building at Kohler, SHRM chapter games, and help students prep for PHR exam.

Questions: Julia asked about 12 guest speakers. Most likely won't occur, and not during Christmas break or summer. Julia asked about buying used books. Will be looking into but most likely still expensive. Jess asked where books will be stored? Most likely in advisors office. Jess advised for checkout system for books. Jess asked about clarification for compensation gift for each speaker. An example is a t-shirt from bookstore for speaker. Is travel ranked from what's important? Yes. OFO asked about personal cars for trips. Yes, personal cars will be used. Chelsea asked how many guest speakers there have been. Approximately 5 in previous years.

e. Circle K

Community service organization. Blood drive on campus, walks, March of Dimes, Relay for Life, throughout community. Also involved at a district level. Circle K is largest international service organization. Supplies: \$50 for binders, tabs, meeting items, photocopying, and postage. Memberships are \$600/club + \$10/member. Total cost is \$910. Kiwanis usually pay \$600. Rest of payment divided between organization members. No honorariums. No contractual. Travel: district convention, hope to have 15 students to go. Registration is \$90/student and will take personal cars. At District Convention, organization will pair with other clubs and run for district positions. Awards for club are distributed. Another trip is the International Convention in

Virginia (this year). All districts in US meet together and can meet the International Board. International Convention is similar to district but much bigger. Last travel is Spring/Fall Membership Conference. \$15/member for registration.

Questions: Matt asked for clarification about membership fee for international fee. \$600/international, \$10 for district. Mostly taken care of by Kiwanis. Fees vary each year.

f. Bowling Club

Note: May not travel next year because of lack of interest.

General Expenses: \$15 for photocopying (orgsmorg), \$5 for postage (sending roster to Texas), and duplicating. Total cost of memberships is \$1,150, which covers both men and women's league. No honorariums. Contractual: cosmic bowling league total is \$4,896. Charge is for 17 weeks of bowling. Asking SUFAC to cover 3bowlers/night. Members will pay \$5. Green Bay won't host conference meet two years in a row so SUFAC can cross that item out in budget. No food fee. Travel: two tournaments in MN. The number of maximum players is 16. This year, 10 members participated. Organization needs to stay two nights, (Friday & Saturday) with four rooms. Club will take two motor pool vehicles, possibly three if have maximum memberships. No fees because part of overall league fee. Used motorpool fee from last year, but OFO says pretty accurate. Have second and third conference meet. Third meet is in Menominee.

Extra meets. One extra meet in Oshkosh, will take person vehicles and will not stay overnight. \$500 registration fee. Second extra tournament is in Madison. Registration is \$550 and will only stay over night on Saturday. Organization would use motorpool. Another tournament is in Wauwatosa. Organization will take motorpool and stay Saturday night. Another tournament is in Rock Island, Illinois. Would need to stay two nights, with a \$500 registration fee. Motorpool vehicles would be used. Lastly, Southbend, Indiana. \$550 registration fee, would stay two nights and take motorpool vehicles. Conference meets are the main focus, however.

Questions: Julia asked about cosmic bowling. Bowl 1 time/week for 17 weeks. If maximum number of members are there, bowling lanes would close down for public. Maximum number has never been reached, usually have close to 50 people. Open to all GB students. If faculty member shows, they must pay full fee. Jess asked about number of teams at tournament. Can only have one male and one female team with a maximum number of 8 people/team. Julia asked about number of people needed to be considered to be a traveling team. Need 5 people for sure. One option is to create a co-ed team. Organization tries to reach full men and full women teams, however, must have five people at least. Matt asked about times Saturday play starts. Has been 8:00am in past. Organization would need to leave around 4am if didn't stay overnight on Friday.

VIII. Guideline Review.

Want to set precedents prior to D-Day.

Topic: Travel

1. Many want to put limit on travel. Limit is very low so a lot of travel expenses will have to be relooked at. Should be a cap, but hard to pick a number. Hard to determine because of pleasure vs. academic. Two-thirds vote will over ride precedent. Cap will determine on a case by case basis.

Board should look at mission statement and not just Org Title.

2. Yes, can fund travel outside WI.

3. Yes, can fund to Mid-West (MI, Iowa, MN, Illinois)

4. Yes, fund travel outside Mid-West with a valid reason.

Matt asked about not putting a cap on a budget, but on the number of trips a org takes. 6 Total/yr (3/semester) for all orgs other than club sports. Will look at club sports on a case by case basis.

Topic: Food

1. Must have itemized list for food request over \$150. Orgs must be well aware of this precedent. Sohpie will tell John to put this in upcoming email.

2. Matt thinks food for speakers is not needed. Jess feels that funding for food is important as spending \$500 for a speaker and only 10 people show up is not worth it. Food could be provided at the end of the speaker so people wouldn't just show up for a food and leave without listening to the speaker.

3. Chelsea thinks that there should be a cap on the number food requests per org for so many speakers. Food requests for only 1-2 speakers/semester.

IX. Announcements: Sophie needs to speak to Matt, Chelsea, Julia, and Ryan after meeting. RA applications are due Feb. 4th.

X. Adjournment- Sophie motioned to adjourn. Chelsea seconded. Jessica called to question. Sophie acclimated. Exited at 7:27 pm.

Respectfully submitted by:

Hope Nyenhuis

SUFAC Administrative Assistant