

SUFAC

Meeting Minutes for 22 September 2011

- I. **Call to Order**
SUFAC Chair Matt Balson called the meeting to order at 5:18pm.
- II. **Roll Call**
 - a. **Members Present:** Matt Balson, Jessica Olive, John Landrum, SGA Exec., OFO, Shawna Albert, Lindsay Krapfl, Josh Shope and Shawn Brown, Jonathan Amel, Todd Johnson, Kim Dawson, Jillian DeRidder, Jeff Huebner, and Michael Hengles
- III. **Recognition of Guests:** Mark Olkowski, Dean of Students Office
- IV. **Approval of Agenda:** Matt entertained a motion to approve the agenda. Jess motioned. Riley seconded. Lindsay called the question. Josh acclimated.
- V. **Approval of Minutes:** Matt motioned to approve the minutes. Jess explained a point of information. Lindy Vang requested that her application be held and not voted on this week. So she was not approved as an at large member and this needs to be added to the minutes. Jess motioned. Josh called the question. Shawn acclimated.
- VI. **Reports**
 - a. **OFO:** Contingency fund is \$44,405.87, and small org startup is \$1,500.
 - b. **SGA: No report**
 - c. **Vice-Chair:** Amanda Hemm resigned; therefore, we will re-open the last At-Large membership position.
 - d. **Chair: No report.**
- VII. **Discussion Items**
 - a. **Mark Olkowski:** Thank you for having me. Tonight, I'll try helping explain some of the processes of Robert's Rules for you all. Decisions such as these have to be made by important students, such as you. To start off with, all decisions start with a motion. Someone will then second the motion. A second is like a vote saying, "I agree to what was presented." Jess, in a sense, keeps a speaker list. It is also important to note that most motions are debatable. This is where important issues will be debated. Hopefully, through this, decisions will be made. Through this process, someone may want to amend the motion. The most structured way is to re-motion. This amendment is also debatable. As chair, Matt needs to make sure the board stays on the amendment, and not the whole motion itself. Eventually, you as a board will come to a vote on the amendment. A second way to make an amendment is to friendly an amendment. One can accept a friendly, which added to what the original amendment was. Therefore, this allows the board to add this quickly, without having to go through the voting process. Other types of motions are the motion to

approve. If there were an organization, for example, which wants to bring forward an updated budget, then the board would motion to table the item. This action will then be looked at the following week. Tabling an issue will also need a motion. This will also need a second because it is a motion. If this item that were to be requested to be un-tabled, a motion would be needed to un-table the item. Simply, it's making a motion, vote, set aside. For time limits, which are usually used on D-Day, one can motion to limit the time discussing an item. This is then the main event. Therefore it is an up and down vote. Jillian asked if you are able to put a time limit on the agenda in advance. When the time is up, Matt will bang the gavel and the board will move on regardless if there was a decision or not. A move to question forces the chair to ask if there's a second, and if so, then there's a vote. First, vote to take a vote, and then Matt will repeat the motion as it stands, and the board will take a vote. The motion to adjourn is pretty self-explanatory. A point of information is brought forward, which means bringing forward information that wasn't there before but yet is important. A point of clarification will help with all the numbers, especially with OFO. You can say this at anytime, not just when you're on the speakers list. A point of reference is something that doesn't pertain to what is being debated, but yet needs to be addressed. Call the question is something that can be abused at the beginning of the year. Call the questions is one person saying, "were ready to vote." From there, the chair will move into a roll call vote. This is also asking if there is any further debate out there for the board. It is important to note that the call the question really hurts debate, so don't jump to that. The call of acclimation is saying that we all vote yes, without having to actually vote. It is more of a symbolic gesture. Different types of votes are voice votes, show of hands, and voice votes. These other options of voting work better if the voice votes are hard to hear the majority. There are three options for votes, ayes is yes, nay is no, and abstention is asking to not vote. The abstention is someone saying I believe I shouldn't be voting. John said that not having a good reason to vote and not voting does hurt the board. A reason to abstain would be if you yourself would benefit from the vote.

Questions: Dave stated that this process isn't as over whelming, as it seems, and that the Senate uses this same process at its meetings on Monday night. Mark added that the boards should be patient with everyone in the beginning. Jillian asked a question about entertaining a motion and moving. Mark said that there has to be someone who entertains a motion, and then someone else makes the motion. Jess said that the board would always do a roll call vote when dealing with money. This will help Matt and Jess for future use, if there are any conflicts with organizations. John said that when there is no discussion, that's not good as there needs to be a reason as to why or why not an organization didn't get their request. Jess and Matt have to have a valid reason to report back to each of the organizations. A good idea is to also play devils advocate.

Jess motioned to enter committee of the whole. Shawna seconded. Shawn called the question. Jillian acclimated. Entered for 10 minutes. Practiced Robert's Rules of Order.

Jess motions to extend committee of the whole for 5 minutes. Lindsay seconded. Jess called the question. Jillian acclimated.

Michael Hengles left the meeting at 6:10pm.

Jess motioned to enter committee of the whole for 24 hours. Jillian seconded. Point of information by Mark, he's busy and staying 24 hours would be hard. Entered committee of the whole for 24 hours. Will stay until 6:14pm Friday, September 23, 2011. Dave motioned to thank Mark and have him leave. Jess seconded. Jillian moved the question. Jess acclimated.

Matt entertained a motion to exit committee of the whole. Shawna motioned. Jess called the question. Show of hands vote. Motion passes. Exit at 6:19pm on Thursday, September 22, 2011.

- b. Guidelines: Dave motioned to table the guidelines til next week. Dave withdrew his motion. Shawna and Lindsay will work with committed. Josh and Shawn will be in charge of travel. Jonathan and Tod will be in charge of contractual. Club sports will be appointed to Kim and Jillian. Jeff will be in charge of food. Jess and Matt will read over honorariums.

VIII. Announcements: Jess said that she has office hours 10 a week. Next week Friday there will be a pool party, so come. Matt asked to please read their assigned guidelines, and that we will also go over the bi-laws next week.

IX. Adjournment- Matt entertained a motion to adjourn. Jessica motioned. Jonathan seconded. Shawna called the question. Shawn acclimated. Exited at 6:27pm.

Respectfully submitted by:
Hope Nyenhuis
SUFAC Administrative Assistant