

SUFAC

Meeting Minutes for 18. Sept. 2008

I. Call to Order

SUFAC Chair Tania Galligan called the meeting to order at 5:22pm.

II. Roll Call

- a. **Members Present:** Lynsy Beckett, Andy Locke, Sheila Schroeder, Brianna Markowski, John Lee, Cheng Thao, Lindsay Acterberg, Yue Yang, Sarah Pratt, Ricky Staley, Ron Ronnenberg

III. Recognition of Guests – John Landrum- Program Coordinator

IV. **Approval of Agenda-** Before we approved the agenda, Tania entertained the motion to add item “C” as a discussion item. Matt motioned. Andy seconded. Lynsy called the question. Tania entertained motion to approve agenda. Matt motioned. Sheila seconded. Andy called the question.

V. **Approval of Minutes-** Lynsy motioned to approve motion. Andy seconded. Yue called question. Matt called acclamation.

VI. Reports

- a. **OFO:** Contingency is **\$39,879.33** and small org is **\$1500.00**
- b. **Senate:** Meeting in 2 weeks. In the process of forming an ad-hoc committee. We are working to follow the SUFAC by-laws. Lynsy will keep updated.
- c. **SGA Exec:** New York Times is starting up with 100 copies a day. Bookstore is no longer going to carry them. SGA is going to handle the copies starting Monday. SGA executive board meeting at 5 pm Monday in the SGA suite.
- d. **Vice Secretary:** Currently there are questions with the WGBX contract. Whatever the amount which was requested, they are having a problem going through with the contract dealing with the money aspect. They may be coming back to us. Binders are in better condition; all forms put in and a sheet going around as to which binder you choose.
- e. **Secretary:** OrgSmorg was a tropical pirate theme. SUFAC brought up as the “Pirate Club.” BSU Court case will be discussed later. Ron will cover what he can on the topic.

VII. Information Items

- a. **Parli Pro Explanation:** There were 3 work sheets passed around; an oval chart and 2 tables. The description of main motion: words and actions are used. The flow chart shows how the meeting should move. Motion to approve. Another board member seconds. Discussion. Changes or disagreements will be present in amending. Vote yes then whoever motions will need to accept new motion from another person. Otherwise original motion will start at top. If simple- the question is called and that ends the discussion and then vote aye if agree or nay if disagree. Can disagree. Always time to discuss. Tania stated that this is the best way to visualize. Another sheet last week was given to state clearly who can say what when, Parli Pro at a glance, adjourn meetings and other ways to handle situations. Tania also stated the more practice at this, the more you will learn. Stop in to the office if there are questions.
- b. **Student org. Budget Guidelines:** Tania explained that guidelines are located in the front of the binders. By-laws inform of what we do, give information on membership – both on board and reserve seats. You are given 3 unexcused absences and 5 excused absences during the year. Tania stated that she will start to keep track of these absences starting in October. If

you are absent 3 times you will be on probation and possible removal from board. Matt and Tania both stressed the importance of being present at meetings. There are meetings scheduled for every Thursday that is available. Special sessions can be available as well, but a petition with 8 signatures is needed as well as half +1 of the voting members. Tania stated that as a committee, we follow Wisconsin's voting laws, SUFAC Bi- Laws, and SGA Constitution. By law, voting SUFAC members have only one vote. If you vote with the majority, you can call that issue up if you change your mind. Tania also informed that appeals can be made if someone doesn't agree with the decision Matt stated that anytime we as a committee choose to not follow the guidelines there must be a 2/3 majority. The idea behind the guidelines is to get the organizations idea of what is expected and what is ok and vice versa. Matt also brought to our attention that these guidelines are rather outdated. They date back to 2004 and maybe it's time for a change? If we as a committee has any ideas of things that should be changed or added please let the committee know by Oct. 1, if we feel that any of these need to be impacted, we need to act quickly.

Matt stated that in the binder there are committed funds, capital items, and etc. He stated that orgs will come in and will ask for long term items such as a vacuum, a flag, a filing cabinet, a camera, etc. we must keep track of their contingency requests. They are limited to **\$2000.00** per event and the y must be available to the entire student body. For food requests, we asked for an itemized list. The university has a dining contract with Sodexo. For travel we will fund up to **\$2500.00**; the organization will have to pay 1/3 of the amount themselves. Matt stated that this comes into play quite often when organizations will want to send members to workshops and on trips; there is a large array of requests. For prizes, Matt informed us that there was a sheet of possibilities in our binders. In order for prizes to be given, you need to have comparisons. Also, prizes are only available for students. Student money goes to students in the form of prizes.

Tania revisited the guidelines issue asking if the committee viewed them as sufficient. Chris stated that he thought changes should be made, but doesn't like that they are pushing for next week. He believes that we need more time to put more thought into it. Ricky made a suggestion that we move the discussion of the guidelines until after the BSU case discussion. Matt stated that he doesn't have a clear explanation of whether we want to change. Tania stated that it is a lot to take in; you can think about it and talk about it later or after the meeting. We can put this on the agenda for next week's meeting as a discussion item.

VIII. Discussion Items

a. SGA Max-U Day Request: Ricky Staley came to the committee asking for **\$1000.00** from the contingency to assist in payment of the speaker for Max- U Day. He stated that for some reason it was neglected from the budget. The speaker was chosen by student board then voted and decided on Speaker for the year. Chris asked if there was reason that it was not written into the budget. Ricky stated that he couldn't take responsibility for past presidents. Yue asked who the speaker was. Micheal Miller. Matt asked what Max- U was. Ricky responded by saying that it was a day with a key note speaker to involve students to become better leaders.

b. Auxiliary Budget Sample Presentation: Ron started by telling the committee that it is important to ask questions to the presenters requesting money. It is important that we are aware where our money is going since we have to pay a portion as students. He stated that during Ricky's presentation, not many questions were asked regarding the amount of money he had requested. No questions were asked regarding the amount of people had attended the event in previous years; just to state an example. The committee cannot be intimidated to ask questions; even if the dean is presenting. We cannot feel like we are being intrusive or rude it is our duty to be aware of where our money is being spent.

On October 9, the Dean of Students and Student Life can be ready to start hearing budgets. A spreadsheet is included in binders in order for the committee to become familiar with the layout and terms. Money can come in through organization in ticket sales, bake sales, and occasionally interest incomes. Ron stated that the two biggest are revenue and segregated fees. He would like each to consider the revenue sources; consider what health services have done. Students get a good break on prescription medications, although that was changed a few

years ago. The dean of students would have a more difficult time bringing in revenue. Athletics has a lot of revenue coming in; they also deal with travel for teams and that may be a bit more confusing to get into. The Kress Center has one of the biggest salaries. Ron stated that salaries can be complicated though; they are paid through 2 sources; state and non- state dollars.

Ron stated that we do have a right to know where the money goes and he again stressed the importance of asking questions. He brought up the idea of creating a list of possible questions that can and should be asked to every presenter requesting money. It is important that we don't just hand them it, we have to know where it is going. Student organizations can come to us and set up a reserve account; the Fourth Estate has a reserve account; or a business account. Andy stated a good possible question to ask someone trying to find another person for a new position would be to ask if a student could do it, rather than bringing in another person.

Ron stated that his role is to help sort things out. He has worked through many budgets, is the director of financial aid, and has a historical perspective on things. Matt stated that he had asked Ron to come in and discuss this with the committee because there is so much to know and understand. When he first started he heard a demo similar to this one a week before and was completely lost. The committee has an advantage this year as a group of mostly seniors. We are very experienced and many have seen the auxiliaries come through; we get the budget request and a narrative. Lynsy stated that she wanted to see the Kress budget; maintenance is budgeted **\$50,000.00** and she wanted to see a detailed report where all of the money goes by department. Ron stated that it is a worthy request and achievable over time. Lynsy asked if it was possible to receive a sheet from auxiliaries when they come in requesting money to have a sheet telling us where the money is going. Lynsy also wondered if we as a committee could make a list of sample questions which would also help in the future. Ron stated that it will help in a procedural point of view; that way everyone is treated the same way. Matt asked if it would help to look up other SUFAC organizations in the UW system. Brianna thought it wouldn't hurt any. Andy stated that he thought it would be a lot of unnecessary work for Matt and Tania. Tania stated that possibly it could be done throughout the year.

C. BSU Courtcase: The handouts that were given to the committee were the complaints made by BSU. Appeals were made against Brad and Pha last stating that their budget wasn't decided correctly. Violations of due process and neutrality were said to have been committed in April and were held off by the student court until now. Lynsy suggested that we make an ad-hoc committee of 2-5 members. Tania stated that she will take a few members to take help and make an ad-hoc committee. From a raise of hands, all members thought a committee should be formed for BSU vs. SUFAC.

Action Items

a. ASA Travel Request- First motion was for the wrong amount. Motion failed. Tania suggested that we try the motion again for 2/3 the amount. Tania entertained motion for \$2100.44. Andy made the motion to move amount. Brianna seconded. Matt called the question.

IX. Announcements- Thanks for coming. Meeting was a bit confusing and long. Meet after the meeting to discuss the Ad-hoc committee. Meeting is next week in room 103.

X. Adjournment- Tania entertained motion to adjourn. Andy seconded. Sheila called the question. Meeting adjourned at 7:10pm.

Respectfully Submitted by,

Amanda Hart
SUFAC Administrative Assistant