

# Services and Activities | Minutes

## Services and Activities Fee Committee

Minutes October 7, 2009

### Meeting called to order:

Jack Baker called the meeting to order at 5:40 p.m. and attendance was taken.

### Attendance:

Tyler Anderson, Jack Baker, Ed Day, Kay Kenison, Heather King, Scott King, Pedro Navarrete, Scott Robinson, Lauren Short, and Teri Willard. Excused: Kiley Baker and Wendy Williams

### Introduction of Members of the S&A Committee for the 2009-2010 school year.

### Public Comment:

No public comment.

### Training:

Jack Baker reviewed with the committee the Washington State RCW 28B.15.041 Services and activities defined; RCW 28B.15.044 Services and activities legislative declaration on expenditures; and RCW 28B.15.045 Services and activities fees — Guidelines governing establishment and funding of programs supported by — Scope — Mandatory provisions — Dispute. He also shared the S&A website (housed under SAEM) and encouraged the committee to review and become familiar with the items listed. Items available on the website include: The General Guidelines and Procedures for Use of the Services and Activities Fees; helpful Q&A in “Spending Your S&A Fee Allocation;” minutes from previous years; Annual Base Funding Allocations for FY 2010-2013; Department reports and funding requests for FY 2008-2009, and FY 2010-2013; and the new supplemental requests.

We also went over the Open Public Meeting Act. The meetings of the S&A Committee are open to the public; the only occasion for a closed meeting may be during the hiring of a new Student Funds Financial Manager or other personnel issues.

### Select a Chair:

Several members were unable to attend and Heather King had to resign from the Committee because of other commitments at the same time as the S&A meeting. Tyler Anderson will chair the meeting next week until a permanent chair can be appointed. Jack Baker will be out of town for the next meeting. Lauren Short will be appointing additional members to the committee.

### Questions and Concerns:

S&A allocations are on a 4-year cycle, which means they can use the money for each year, but at the end of the year 4, they will pay back any leftover money to S&A (no carryover). Fund raising is encouraged, especially when requesting supplemental funds.

The increase from 7% to 14% in S&A fees will change the level of funds available for the S&A Committee and the possibility of more supplemental requests being brought before the Committee because of recent budget cuts. Several groups have mentioned that they will be coming before the committee for supplemental requests. The next Board of Trustees meeting will be in December.

The committee will discuss guidelines, goals and limitations for supplemental requests at the next meeting, and also plan to look at programs in-depth, including review of child care which has been an ongoing concern for past committees.

The position of Student Funds Financial Manager is receiving applications and the S&A Committee will be invited to meet the candidates and watch their presentations and will be asked for their feedback on the candidates.

**Schedule of Next Meeting:** October 14, 2009.

Jack Baker will be out of town and Tyler Anderson will be interim chair for the meeting.

**Adjourn:**

The meeting was adjourned at 6:30 p.m.