

**Services and Activities Fee Committee
Minutes
October 22, 2014**

Called to order:

JD Charest, Chair, called the meeting to order at 5:31 p.m.

Attendance:

Joey Bryant, JD Charest, Professor Sarah Feeney, Ed Day, Professor Todd Shiver, John DeHan, Jessica Evenson, Nick Shuey, Brittany Wold, Gary Epp, Chase Tibbles, Patrick Stanton, and Josh Muttart.

Excused: Vene' Skyles

Agenda:

MOTION: Nick Shuey made a motion to approve the agenda as presented. John DeHan seconded. Motion carried.

Approval of Minutes:

MOTION: Todd Shiver made a motion to approve the minutes of October 15, 2013 as presented. Nick Shuey seconded. Patrick Stanton abstained. Motion carried.

Reports:

- Joey Bryant, Advisor, reminded the committee that he will be out next week.

Public Comment: none

Old Business:

New Business:

A. Training:

Ed Day, Student Funds Financial Manager, reviewed the following:

- i. Funding Overview / Base vs. Supplemental Funding
- ii. Processes Used for Funds Request
- iii. Appropriate Use of Funds / Killian Outline / Ethics
- iv. Guidelines / Priorities for Disbursement of Funds
- v. Communication with Funding Groups
- vi. Miscellaneous Funding / Budgeting Items

B. Supplemental Funding Requests:

MOTION: Sarah Feeney made a motion to consider Supplemental Request #1501 from PRSSA Conference \$3,000.00. Nick Shuey seconded. Motion carried.

Presentation

This supplemental request will be voted on at the next S&A meeting.

#1501 – PRSSA National Conference - \$3,000: The PRSSA is requesting supplemental funds for registration, travel, and hotel expenses in the amount of \$3,000 for 5 members to the National PRSSA Convention 2014 on October 10-14, 2014, in Washington, DC. They will be attending the National Conference where students will attend seminars from professional in the Public Relations field, and network with students from other PRSSA Chapters to strengthen their love and knowledge of public relations and other related career paths. This conference will give students cutting edge knowledge to help them in their education and future professional careers. Working with the best educators and professional in the public relations field will provide students with multiple opportunities to network learn and share.

Silver Caoili presented funding request 1501 for the PRSSA club.

Discussion: Todd asked about club membership and how the participants were selected. There are 20-30 members. Participants were based on interest in the trip and whether dues had been paid. All participants are executive members of the club. One presented at the conference. Question about other funding sources, question about break down of expenses, and Sarah asked about the benefit to the campus community.

C. Budget Voting

MOTION: Josh Muttart made a motion to allocate the recommended \$125,000 for the supplemental budget for 2015. Jessica Evenson seconded. Motion carried.

Discussion: Supplemental budget for 2015 the recommendation from student funds manager is \$125,000; Jessica asked if \$150,000 would be too much financially to dedicate, Nick asked if there would be enough next year to allocate \$125,000 again if we allocated the recommended amount this year.

Other Business-Communication Received - none

Public Comment - none

MOTION to Adjourned: The meeting adjourned at 6:52 p.m.

Schedule of Next Meeting: The next meeting is scheduled for Wednesday, October 29, 2014, in SURC 301 starting at 5:30 P.M.