

Services and Activities Committee
Meeting Minutes
January 5, 2023

Called to order:

Judy called the meeting to order at 5:02pm.

Attendance:

Alice Williams, Brady Smith, Bjorn Pellmyr, Evelyn Roehn, Judy Brewer, Brandon Thomas, Jessica Kitto, Sean Dahlin

Guests: Lucha Ortega, Amber Hofer Lola Gallagher

Absent: Joey Bryant, Lacy Lampkins, Yaritza Granados,

Agenda:

MOTION: Evelyn made a motion to approve the agenda. Alice seconded. Motion carried.

5 (yes), 0 (no), 0 (abstentions)

Minutes:

MOTION: Brady made a motion to approve the 12/1/22 minutes. Evelyn seconded. Motion carried. 5 (yes), 0 (no), 0 (abstentions)

Reports:

I. Chair: nothing to share

II. Advisors:

- a. Jessica on behalf of Joey: Joey emailed the memo recommending the policy changes for Under-Expenditures and Unexpended Salary that the committee voted to approve on December 1st to Joel Klucking (CFO/Vice President of Finance and Administration). Joey is waiting on a response from Joel.

III. ASCWU: Brady mentioned an upcoming event for the S&A fair for the student body to see where student dollars are going. VP SES candidate coming to campus next week and there will be open forums. One of them is next Thursday from 2:30-3:30pm in SURC 215C. Brady encouraged student leaders to attend. Question asked if there were volunteer opportunities for the S&A fair. Brady didn't know at the time and will have more updates later.

Communications Received

none

Public Comment:

Two VP SES candidates coming to campus, one on Monday and one on Thursday.

It was mentioned that a schedule could be provided for the open forums.

New Business:

- I. Amber went over the review process for the Base Funding Annual Reports
 - a. Annual Reports for the 2021-2022 Academic Year (Fiscal Year 2022)
 - b. All annual reports are on the S&A website
 - c. Look to see what the outcomes were, were goals met, what was the fund balance, what was the ending balance, were there any red flags, and bring up any additional questions
 - d. Decide if the committee wants to invite any of the budget managers to speak at future S&A meetings to answer any questions from their annual report
 - e. Start with the Administrative Support Costs Annual Report and the ASCWU Annual Reports
- II. Discussion
 - a. It was brought up that we should decide on a set number of annual reviews to discuss at the next meeting. Bjorn mentioned that we should look at all the ASCWU ones together. Jessica suggested starting with the Administrative Support Costs and all the ASCWU Annual Reports that Joey had recommended for tonight's meeting. Jessica also mentioned that the committee needs to decide if they want to start reviewing the annual reports tonight or if they want to table the discussion for the next meeting.
 - b. **MOTION: Bjorn moved to table discussion of funding reports until the next meeting to allow people to review the Administrative Support Costs and the ASCWU Annual Reports. Alice seconded. Motion carried. 5 (yes), 0 (no), 0 (abstentions)**
 - c. It was brought up that we might want to meet weekly to allow for time to go through all the annual program reviews. Judy asked if the committee wanted to meet next week or wait until the next scheduled meeting. It was also noted that by waiting two weeks we might have a chance of Joey being available to participate.
 - d. **MOTION: Alice motioned to keep the current meeting schedule. Brandon seconded. Motions carried. 5 (yes), 0 (no), 0 (abstentions)**

Old Business:

none

Public Comment – Second Call

non

Adjournment:

MOTION: Evelyn moved to adjourn. Brady seconded. Motion carried. Meeting adjourned at 5:21pm. 5 (yes), 0 (no), 0 (abstentions)

Our next meeting will be January 19, 2023 (online) at 5:00pm.

Check out our website at www.cwu.edu/services-activities