

**Services and Activities Fee Committee
Minutes
October 24, 2018**

Called to order:

Shelby Hamblen called the meeting to order at 5:33 p.m.

Attendance:

Eric Bennett, Joseph Bryant, Dane Gillin, Shelby Hamblen, Alex Harrington, Martin Kennedy, Lacy Lampkins, Kane Lemasters, Demetria Martinez, Gregg Schlanger, Vene' Skyles, Patrick Stanton, and Brandon Wear Grimm.

Agenda:

MOTION: Patrick Stanton made a motion to approve the agenda Eric Bennett seconded. Motion carried.

Minutes:

MOTION: Eric Bennett made a motion to approve the minutes of 10-17-18. Kane Lemasters seconded. Motion carried with 2 abstaining.

Reports:

Chair – None.

Advisors – Joseph Bryant reported that we will be tasked with updating the S&A Guidelines this year.

Public Comment: None.

Old Business: None.

New Business:

A. Training:

Lacy Lampkins presented to the committee the following topics:

- 1) Funding Overview / Base vs. Supplemental Funding
- 2) Processes used for funds request
- 3) Appropriate use of funds: Killian Outline / Ethics
- 4) Guidelines / Priorities for disbursement of funds
- 5) Communication with funding groups
- 6) Miscellaneous Funding/ Budgeting Items

B. Supplemental Budget for FY 19 – Voting:

Discussion: Lacy recommends a budget of 200k – 300k. This number can always be amended if the committee feels it should be. Should we divide the budget into a per quarter number? It is

probably a good idea to keep a maximum number per quarter in mind. Not necessarily set a limit as Spring quarter is generally higher in requests than Fall.

MOTION: Eric Bennett made a motion to set the supplemental budget at \$250,000. Kane Lemasters seconded. Motion carried with 1 abstaining.

Discussion: Is there a penalty for increasing the budget later in the year? No. The committee should be mindful to stick with the budget that is set, since this is an open meeting the community will be aware of the budget that we set. Would it be beneficial to set a lower budget? This would probably not impact the requests.

Other Business: Communications:

Joseph reported that he received notice that a class will be coming to a future meeting to observe.

Light meals / refreshments can be provided for our longer meetings. Since we have multiple pending request we will have pizza and drinks at our next meeting. Suggestions for refreshments are always welcome.

Public Comment: None.

Adjournment:

MOTION: Eric Bennett made a motion to adjourn the meeting. Kane Lemasters seconded. Motion carried. Meeting adjourned at 6:39 pm.

Schedule of Next Meeting:

The next meeting is scheduled for Wednesday, October 31, 2018, in SURC 301 starting at 5:30 P.M.