General Board Meeting Notes
February 19, 2013
12:00-1:00 pm
Sacramento Hall 275

AGENDA

Attendees: Shannon Ainger, Michelle Bianco, Cathy Davis, Aaron Eichenberger, Rachel Frame, Carolann Forseth, Christina Correa, Michael Hendren, Michael Lopez-Garcia, Trish Lush, Nadia Mayard, Carol Rumley, LindaKay Soriano, Michelle Williams, Angel Thayer, Ashley Ciraulo Stuart

1. Approval of January Minutes – Ashley Ciraulo-Stuart
   i. Correction to spelling of Trish Lush
   ii. Approved with one correction

2. Budget Update – Angel Thayer
   a. Intended to use the operating fund for the winter social, but had to change to the fundraiser account due to new hospitality guidelines from the university
   b. If there are guests invited to the event, such as family at the picnic, we can use the general fund to pay for the event
   c. Michelle and Angel are working on a procedure for the President’s office regarding USA and the new guidelines

3. Committee Binders & Membership – Michelle Bianco
   a. Committee binders need to be updated as the committees work on events to maintain accurate data regarding the events
   b. The Executive board is looking into membership on the committees to ensure equal distribution of workload
      i. New committee memberships will take place for the next academic year

4. Elections – Michelle Bianco
   a. The elections committee will get the list of university committees together
   b. Nadia will work with the committee to use the campus survey tool to send out the call for nominations
   c. Michelle Williams will email the elections flyer to the committee members

5. Awards Luncheon Committee & Chair – Michelle Bianco
   a. New committee members: Angel Thayer, Ashley Ciraulo-Stuart, Michelle Williams, Michael Lopez Garcia
   b. An email will be sent out to award recipients letting them know that the event will be in September
6. New Fundraisers – Michelle Bianco / Angel Thayer
   a. We didn’t make a lot of money on the entertainment books this year; it was not a successful event given all of the work that goes into the process of getting the books
   b. What other fundraising options are available to us
      i. See’s candy fundraising; a lot of other events fundraise with the candy
      ii. Can we time the event where we are not in competition with other events
      iii. Hold the fundraising around Easter and have candy specific to the holiday
   c. Looking for something easy where we don’t need to create a new committee to put work into the event/fundraising
   d. We should try the candy at a targeted time (Easter, over the summer when students are not selling for school)
   e. Angel will look and see how soon we could get the candy to sell, is there enough time to make this happen this year; we can do a pre-order with chocolate eggs and get the candy bars
   f. Other ideas: wrapping paper around Christmas, cookie dough, pampered chief
   g. Reps would need to sell the items within their areas
   h. A new committee wouldn’t be sent up; the fundraising would be included in the donations committee
   i. Angel and the Donations Committee will look into the options to see what is affordable and easy
7. Donations Committee update
   a. We will not be receiving donations from UEI like in previous years (restaurants on campus); they don’t have the funding to make donations any more
   b. We have started to get donations in from off campus venders
8. Storage Update – Michelle Bianco
   a. We have our storage closet in HR
   b. If anyone has any USA related items at their desk, bring it to the closet in HR
   c. Items can be brought to the next meeting to be placed in the storage
   d. Trying to have a central location for all of the items (donations, committee binders, decorations)
   e. Popcorn machine is still in the lower level of library south (Annex)
9. Other Items
   a. Remove the entertainment books from the website
   b. Locate the electronic copy of the tickets for the picnic
   c. Picnic – started meeting, issues are getting the stage by facilitates – it is unsafe for use; getting a quote to rent a stage from Aba Daba; are there options for providing music other than the band since the cost is going up