

SUFAC

Meeting Minutes for 8 December 2011

- I. Call to Order**

SUFAC Chair Matt Balson called the meeting to order at 5:24pm.
- II. Roll Call**
 - a. Members Present:** Matt Balson, Jessica Olive, John Landrum, SGA Exec., OFO, Michael Hengles, Jillian DeRidder, Lindsay Krapfl, Shawn Brown, Kyle Zellner, Kimberly Dawson, Shawna Albert
- III. Recognition of Guests:** Michael Chen; International Club, Moon Young Lee; International Club, Dawa Lama; International Club, Dou Chang, SASU, Mai Moua Xiong; SASU; Tevelung Lee; SASU; Trisha France; Innovative Arts Management; Jessica Slaby; Dance Team, Alicia Brunner; Dance Team, Leah Paul; Dance Team, Kerri Higgins; Dance Team, Kristi Villers; Phoenix Students for Life, Kate Ruth; Phoenix Students for Life, Kyle Youngs; Bowling Club, Maddie Ganzlin; Ski and Snowboard.
- IV. Approval of Agenda:** Matt entertained a motion to approve the agenda. Jess stated that discussion item A and WGBX will be postponed. Jess motioned. Kyle seconded. Jeff called the question. Jess acclimated. Jess motioned to approve the agenda. Jillian seconded. Shawn called the question. Lindsay acclimated.
- V. Approval of Minutes:** Matt motioned to approve the minutes for last week. Jess motioned. Kyle seconded. Matt called the question. Jillian acclimated.
- VI. Reports**
 - a. OFO:** The contingency report is \$33,609.94, and the new organization start up, \$1,300.
 - b. Senate:** We had our last meeting of the semester this week, and those who are here over break will be working on the ice rink.
 - c. SGA:** We had the county clerk on campus to discuss locations for the voting center. The solar panel idea was approved for Res Life, and we'll use sustainability money for that.
 - d. Vice-Chair:** N/A.
 - e. Chair:** N/A.
- VII. Discussion Items**
 - a. SASU:** Under S&E, we're requesting a total of \$500. Of that amount, \$50 will go for office supplies, \$100 for photocopying, and \$350 for duplicating. We have no capital items. We have no honorariums. For food, we're requesting a total of \$930. Our first program is the Halloween Dance. We're requesting \$80 for that. For program two, Asian

Month/SASU Cultural Night, we're requesting \$500. For program three, Spring Roll Making Workshop, we're asking for \$150. For program four, SASU Kick-Off, we're asking for \$100 for the Hmong New Year. We also have four trip requests. Our first is to Chicago, Illinois for the MAASU Leadership Retreat. We're hoping to take 21 students, with a registration cost of \$50 each. We would be staying two nights, needing five rooms, taking motor pool transportation with a round trip mileage of 430. The total registration would be \$1,050, cost per room per night is \$200, and the total lodging would be \$2,000. With changes by OFO, the vehicle rental cost per vehicle is \$60, cost per mile per vehicle is .42, total transportation being 721.80, total trip cost \$3,771.80, org contribution would be \$1,257.27, and SUFAC contribution would be \$2,524.53. Our second trip would be to Urbana, Illinois. For this, we're hoping to take 21 students, with a registration cost of \$50/student. The total registration cost would be \$1,050. We would be staying two nights, needing five rooms, taking motor pool, with three vehicles, and a round trip mileage of 750. The total lodging would be \$2,000. Also, the vehicle rental cost would be \$60, cost per mile per vehicle is .42, total transportation being \$1,125, total trip cost \$4,175, org contribution being \$1,391.67, and SUFAC contribution being \$1,783.33. For trip three, we're hoping to go to the APIA Conference in Chicago, Illinois. We would be taking seven students, staying two nights, needing two rooms, taking one motor pool vehicle, with a round trip mileage of 430. There would be no registration cost. The cost per room per night is \$200, and therefore, the total lodging would be \$800. The total transportation would be \$240.60, total trip cost being \$1,040.69, org contribution at \$346.87, and SUFAC contribution being \$693.73. Our last trip would be to Saint Paul, Minnesota. We would be taking 21 students, and the cost per student being \$10. We'd be staying two nights, needing five rooms, and taking three motor pool vehicles. The round trip mileage would be 520. The Total lodging would be \$2,000. The vehicle rental cost per vehicle is \$60, cost per mile per vehicle is .42, total transportation at \$835.20, total trip cost would be \$3,045.20, org contribution \$1,015.07, and SUFAC contribution at \$2,030.13.

Questions: Michael asked why they feel that they can exceed the guideline amount of \$2,000. We decided to co-fund an event, so we're hoping that will help us with costs. We also feel that the events and programs we have going on will help our organization as well. Matt asked if programs four and five will be for supplies and expenses. Yes. Matt said that as a point of information that would go under committed. Jess asked if they have helped with the Allied Conference in the past? No, this is the first year. Jess asked if they had gone to any other conferences before? Yes, we went to APIA last year. This is leadership training, so we budget at least a van full. The MASU conference is for leadership also. Jess asked if both conferences are necessary then? Yes, as one conference is in spring and one is in fall. One of the conferences is focused more individually,

where the MASU conference, there are a variety of different events which help promote larger scale items. Michael asked if a lot of the same people go to the conferences in the same year. We have a waitlist for both org members and non-members. We do have people attend both conferences, but we also have some that only go to one of the two. Shawn asked if the estimated number of people for contractual events is based on previous numbers? The number is a rough estimate, but we do have a lot of students who attend, and some non-students. Matt said that as a point of information, non-students and community members must be charged. This is stated in the guidelines for their reference.

- b. Bowling:** Under S&E, we're requesting \$1,440 total. Of that total, \$15 is for photocopying, \$5 for postage, \$20 for duplicating, and \$1,400 for memberships. Jess asked if the membership fees doubled? Memberships are made of two different parts, but we are unsure which part and how much the amount rose. If we have more than two teams, it'll be an extra \$350 per team. There is also an Itemized list attached. We do not have any capital items. We don't have any honorariums. For contractual, we have two programs. The first program is the Cosmic Bowling League at Willow Creek Lanes. This is estimated to cost \$4,050. Our second program is the conference meet at UWGB. This will have an expected cost of \$575, with an expected attendance of 115 people. Our total contractual expense is \$4,625.00. For travel, we're requesting money for five total trips. The first trip is to Minneapolis, Minnesota. We're expecting 16 students to attend, would be staying two nights, needing four rooms, and three motor pool vehicles. The round trip mileage is 610 miles. There is no total registration, and the total lodging is \$680, total transportation is \$948, total trip cost is \$1,628.60, organization contribution is \$542.87, and SUFAC contribution is \$1,085.73. For trip two, Platteville, WI, we would be taking 16 students, staying two nights, needing four rooms, and taking three motor pool vehicles. The total round trip mileage is 480 miles. There is no registration fee, the total lodging is \$680, Total transportation is \$784.80, total trip cost is \$1,464.80, organization contribution is \$488.27, and the SUFAC contribution is \$976.53. For trip three, Menomonie, WI, 16 students would be attending, staying two nights, needing four rooms, taking three motor pool vehicles, with a round trip mileage of 480 miles. The total lodging is \$680, total transportation is \$784.80, total trip cost is \$1,464.80, total organization contribution is \$488,27, and SUFAC contribution is \$976.53. For trip four, Eau Clair, WI, 16 players will attend, staying two nights, needing four rooms, and taking three motor pool vehicles with a round trip mileage of 450 miles. There is no registration cost. The total lodging is \$680, total transportation is \$747, total trip cost is \$1,427, total organization contribution is \$475,67, and SUFAC contribution is \$951.33. Trip five is a new trip to Columbus, Ohio. One women's and one men's team is going. The organization would

be staying two nights, needing four rooms, and taking three motor pool vehicles. The total round trip mileage is 1183 miles. The total registration is \$300, total lodging is \$680, total transportation is \$1,670.58, total trip cost is \$2,650.58, total organization contribution is \$883.53, and total SUFAC contribution is \$1,767.05.

Questions: Jess asked if the teams pay a registration fee for the conference meets. No, because the money we pay the WCBC would cover the four conference tournaments. Jillian asked if one of the trip requests would go down if selected to host a tournament? Yes, and it would eliminate the transportation, but up the contractual. Jess explained that the \$575 that they are kicking in isn't just for the GB students attending, but for all those playing. Jess asked if they had ever hosted a tournament before? Yes, but not lately. Jess asked what year that was. Unsure. Michael asked if the WCBC registration money gets paid back to conference games. Yes, then what is the other membership go for? That money would go for trips, such as trip number five, non-conference meets. Jess asked if they have to be a part of both the WCBC and USBC. Michael asked if they could justify exceeding the guideline amount for travel? Jillian asked if the travel cost would go down if they do not get 16 total players for the teams? Yes.

- c. **International:** Under S&E, we're requesting \$100 for photocopying and \$300 for duplicating, which totals \$400. We have no capital items or honorariums. For contractual we're asking for \$4,500 for one program, which is the World Music Experience. This would be a collaboration of organization to bring together cultures and their music. We plan to have 200 students attend with 50 non-students. For food, we're requesting \$3,389.50. For program one, International Dinner, the expected cost is \$5,000, expected revenue is \$2,900, expected attendance is 200, and the SUFAC contribution is \$2,100. For program two, Dinner for a Cause, we're asking for \$500 with an expected attendance of 200. Program three and four, fall and spring semester reception, we're asking for \$300 each with a student turnout of 30. Program five is requesting \$109.50, and programs six, we're requesting \$80. Under travel, we're asking for nine trips. The first would be to Door County. Fourteen students would be traveling, staying for two nights, needing four rooms, and using two motor pool vehicles. The round trip mileage is 300 miles. The total registration is \$50, with the total lodging adding up to \$1,200. The total transportation is \$540, total trip cost is \$1,790, organization contribution is \$596.67, and SUFAC contribution is \$1,193.33. Trip two, Chicago, will have 14 students attending, staying for two nights, needing four rooms, and using two motor pool vehicles. The round trip mileage is 450. The total registration for the trip is \$40, total lodging is \$1,200, total transportation is \$460, total trip cost is \$1,700, organization contribution is \$566.67, and SUFAC contribution is \$1,133.33. For trip three, Terror on the Fox, we're

hoping 30 students will attend. The cost per student is \$22, and we'll be taking a bus. The total registration is \$660, total transportation is \$120, total trip cost is \$780, organization contribution is \$260, and SUFAC contribution is \$520. For trip four, Cosmic Bowling, we're hoping 20 students will attend with a cost per student being \$10. We'd be taking a bus again, and having a total registration of \$200. The total transportation is \$120, total trip cost is \$320, organization contribution is \$106.67, and SUFAC contribution is \$213.33. Trip five, we're hoping for 14 students to attend, with \$10 a student cost. The total registration is \$140, total transportation would be \$120, total trip cost is \$260, organization contribution is \$86.67, and SUFAC contribution is \$173.33. Trips six through nine are all the same, the Neville Museum. For each trip, we're hoping six students will attend; using one motor pool vehicle, with a total transportation cost is \$62, organization contribution of \$20.67, and SUFAC contribution of \$41.33.

Questions: Jess asked if the World Music event would be co-sponsored again? Yes. Jess asked with who? German club, French club and SASU, but we have not contacted them yet. Jess asked why they plan on taking a bus for trip four and five for fewer numbers? Because they are international students, many of them aren't allowed to drive. This way, the bus is just easier. If more students want to come, then that'd be fine as there would be room. Matt asked if they sent an itemized list for the food? The club has an itemized list for the International Dinner. Jess said that any event for over \$150, SUFAC needs an itemized list. Jess asked about the Dinner for a Cause. Here, SUFAC will give money, people can donate a dollar, and that money will go to a well in Africa. Jess asked if this was something that has been done in the past? John said yes. Jess asked if dinners on Tuesdays are weekly? No, not weekly. Riley asked about program five and six under food. For fall we plan on going bigger, meaning more of a lunch, where spring we're going lighter as those students don't seem to be up for it as much. OFO asked about the Neville museum trip and if it was a one day trip/? Yes, just there and back in one day. Jess asked if motor pool was \$20 a day? Yes. Jess asked if OFO has the receipts for the Dinner for a Cause from last year? John said that the receipts go down into an office. OFO can look for those, however.

- d. **Ski and Snowboard:** This is the first time sending in a budget for this club. For S&E, we're requesting \$100 for duplicating. We don't have any contractual expenses, honorariums, or food requests. We are a mainly travel based organization. Our first trip is to Indianhead Mountain Resort. We're thinking 30 students will attend and having the cost per student \$110. We would be staying two nights, needing seven rooms, and using a bus as our form of transportation. The round trip mileage would be 500 miles. The total registration is \$3,300, total transportation \$1,200, total trip cost \$4,500, organization contribution \$1,500, and SUFAC contribution of

\$3,000. For trip two, Whitecap Mountains Resort, we're expecting 25 students to attend with the cost per student being \$149. We would be staying two nights, needing six rooms, and taking a bus for transportation. The round trip mileage is 500 miles. The total registration is \$3,725, total transportation is \$1,300, total trip cost is \$5,025, organization contribution is \$1,675, and SUFAC contribution is \$3,350. Trip three, Devils Head Resort, is expected to have 25 students attend and would need five motor pool vehicles. The total registration is \$750, total transportation is \$730, total trip cost is \$1,480, organization contribution is \$493.33, and SUFAC contribution is \$986.67. Trips five and six cost the same. Each trip is expecting 25 students to sign up, both using five motor pool vehicles with a round trip mileage of 200. The total registration for both trips is \$1,000, with the total transportation being \$520. The total trip cost is \$1,520, organization contribution would be \$506.67, and SUFAC contributions would be \$1,013.33.

Questions: Kimberly asked if the number of people on the budget reflect accurate numbers? Yes, those numbers are from this year. Mot likely, we'll always hit the number we're asking. OFO asked if Devils Head is only a one-day trip? Yes. Matt asked if all the trips are just for fun? Yes, there are no competitions.

- e. **Innovative Arts Management:** Under S&E, we are asking for \$442.34. General supplies will take up \$253.34, photocopying is \$25, and duplicating will cost \$164. We also have an itemized list attached. We have one capital item the OrgSmorg promotional items, which will cost \$200. We have no salaries or honorariums. We are requesting \$1,900 for our contractual expenses. Programs one through three will cost \$200 each, as we'd like to bring in three speakers. Program four, UW-GB Art Festival, will cost about \$700, and program five, the Arts Management conference, will cost about \$600. For food, we're asking for \$1,422.50. We're asking for \$150 for food at a speaker's event, \$275 for the Arts Internship fair, \$190 for a Welcome Gathering, another \$150 for a speaker, \$345 for the end of the year farewell, and \$312.50 for the Arts Management Conference. There are also two trip requests. The first is to Madison, WI. We are expecting 25 students to attend, with a cost per student being \$10. We would also be taking one bus for this trip. The total registration would be \$250, total transportation is \$800, total trip cost is \$1,050, organization contribution is \$350, and SUFAC contribution is \$700. For trip two, Minnesota, we're expecting 55 students will want to join. Therefore, we'd be staying two nights, needing 14 rooms, and taking one bus. The total lodging is \$2,520, total transportation is \$1,950, total trip cost is \$4,470, organization contribution is \$1,490, and SUFAC contribution is \$2,980.

Questions: Jess asked about the charging for the conference. The money that non-students are charged will go for their dinner. The organization is hoping to pay SUFAC back \$312. Jess said that on the food sheet, \$312 should be coming back. Michael asked about the expected attendance, as it seems low. The organization stated that sometimes we have more than 50 people in attendance, and sometimes we have less. Dave asked about the “relevant speaker.” In the past, the organization isn’t able to get the speaker they wanted, but would get someone similar. Michael asked about the expected number of students for trip number two. The organization said that last year, there were 30 students who attended, this year the number is up to 40. Therefore, we are thinking that the number will continue to grow.

- f. Phoenix Student for Life:** This is the first time we’re asking for money out of supplies and expenses. Our organization membership jumped from 15-52 this year alone. Therefore, under S&E, we’re requesting \$50 for photocopying, \$50 for duplicating, and \$600 for subscriptions. This total to \$700. We have no salaries or honorariums. Under contractual, we’re hoping to have three programs. The first is Screening of Maafa 21. That is expected to cost \$500. Program two, speaker Melissa Ohden, is expected to cost \$750. She would be sharing her story and educate students on abortion since she survived an abortion attempt. She is known to bring in a lot of people as she has an interesting story. She would be coming from Iowa. Program three is Speakers on Sidewalk Counseling Training. That expected cost is \$500. The total contractual expense is \$1,750. Under food, we’re asking for \$766. Program one is for the Maafa 21 screening, which would cost \$383. Program two, speaker Melissa Ohden, would cost \$333, and program three, the Sidewalk Counseling Training Session, would cost \$50. We’re hoping to take three trips as well. The first is to Washington D.C. Twenty students would hopefully be attending, with the cost per student being \$250. We are unsure of the form of transportation currently. The total registration would be \$5,000, which is also the total trip cost. The organization contribution is \$1,666.67, and the SUFAC contribution would be \$3,333.33. Trip two, Milwaukee, is expected to have 15 people attend. The cost per student would be \$60, and the total registration cost would be \$900. We would be staying one night, and needing four rooms. The total mileage is 240 miles. The total lodging would cost \$500, total transportation would cost \$253.44, total trip cost would be \$1,653.44, organization contribution would be \$551.15, and the SUFAC contribution would be \$1,102.29. Trip three is the WI Right to Life College Training Seminar. We are expecting 15 students to attend with a \$60 cost per student. The total registration would be \$900, total lodging is \$500, total transportation would be \$211.20, total trip cost \$1,611.20, organization contribution \$537.07, and SUFAC contribution \$1,074.13.

Questions: Matt asked where the training seminar is located. That location is still undecided. It is usually, however, held at a hotel in a major city. It is also usually held in the fall. Riley asked about the \$500 for contractual item one, and if that is to just show the movie? Yes. Matt said that as a point of information, SUFAC would scrutinize travel outside the Midwest. Jess asked about the tabloids, and if they are making them as an organization. They are made through Human Health Alliance, and will cost 30 cents each. Jess asked if they could get any information for free from other orgs. The organization feels that the tabloid is very specific and is important for students to see that. Jess asked what the purposes of the speakers are. The purpose is to teach students how to stand outside abortion clinics and tell people not to go ahead with their decision. OFO asked about the bus with other colleges and how they plan on paying for it. Lamer's will give them the trip route and how much it'd cost for each person. Therefore, SUFAC wouldn't be paying for any other non-UWGB students. The \$250 is the approximate cost for bus and hotel. That can be split up. Jess asked for the split up numbers. OFO asked about trip three, as they have 15 students traveling and three rooms. Therefore, the change to four rooms would be great. Michael asked why they feel they should be able to justify doubling the guideline amount. They feel that traveling to DC is a big part of being a pro-life organization. That is a big trip, but a very important one for any pro-life group as well. The college training seminar is important, as it'll help us do a more effective job for students within the UWGB campus as well.

- g. UWGB Dance Team:** Under S&E, we are requesting \$15 for general supplies, \$2175 for photocopying, which will go towards fliers for tryouts and a children's dance clinic, \$220 for postage, and \$246 for duplicating. This comes out to \$756. Under capital, we're asking for \$4,000 for uniforms, and \$720 for poms. The total capital is \$4,720, and total committed is \$5,476. OFO gave new numbers. For capital item one, the expected revenue is \$1,333.33, and SUFAC cost would be \$2,666.67. Capital item two's expected revenue would be \$240, and the SUFAC cost would be \$480. The total capital expense would be \$3,146.67, and the total committed expense would be \$3,902.67. We have no salaries, honorariums, contractual items or food requests. Under travel, there has been some mix up. We have recently found out that the MN competition is running, so we'd like to go there, instead of Florida. Therefore, the total registration is \$2,800 and the cost per student is \$140. We would be staying four nights, needing five rooms, and taking three motor pool vans. The total round trip mileage is 550 miles. The total lodging is \$1,800, total transportation is \$933, total trip cost is \$5,533, organization contribution is \$1,844.33, and SUFAC contribution is \$2,688.67. Trip two, Stevens Point, WI, is a really good recruiting opportunity for us. We would be taking 20 students with a cost per student costing \$18. We would be taking three motor pool vehicles, and the round trip mileage would be 200 miles. The

total registration fee is \$378, total transportation is \$312, total trip cost is \$690, organization contribution is \$230, and the SUFAC contribution is \$460.

Questions: Riley asked the number of nights for trip one? We would be staying three nights total. Jess said that because you are considered a club sport, it is expected that a third of the capital items will be sent back to SUFAC. Jess asked if the girls keep the uniforms since they only have a one-year lifespan. No, the team keeps them, and can possibly reuse them, but it is hard to wear them as judges seen it as being frowned upon.

VIII. Discussion:

- a. **Changing of Numbers:** OFO provided new numbers.
- b. **Phoenix Students for Life:** Jillian is unsure about the DC trip. Matt agrees as it is outside the Midwest. Kimberly doesn't really like the \$600 for tabloids. The board feels that people may throw them away. Lindsay thinks that it'd be a good idea to cut the total amount in half and just hand them out to people. John said that the only thing students pay for is GTP, as most other orgs have a plain black and white half sheet of paper. John said to keep the Southworth case in mind. Michael asked if we could email the org asking them if they could hand them out, and not put them in mailboxes. There was discussion of distributing these at OrgSmorg. Jess reminded the board that there is a \$100 limit per semester. Kim doesn't like that SUFAC would be paying for food for people who would be attending, as most of them would be non-students. Jess said that she's unsure about paying people to come in and then using that training and go out into the community. Kimberly doesn't really like the ratio of students to non-students. Michael added that these attendance numbers are from this year and they are expecting those to increase. Kimberly doesn't like the DC trip as it's out of the Midwest. She feels that Madison could be a good alternate choice. The DC trip is an actual event. John asked if this DC trip fits with their mission, as that's a big reason. Kyle thought that there usually is a right to life protest locally on the same day as DC, it's just that DC is the biggest event. Jillian would like to see the breakdown of both the bussing and lodging. Michael feels that the orgs primary mission is to help GB and the surrounding area.

IX. Announcements: Jess would like to thank the board for their participation and involvement this semester.

X. Adjournment- Matt entertained a motion to adjourn. Jessica motioned. Lindsay seconded. Kyle called the question. Jess acclimated. Exited at 8:00pm.

Respectfully submitted by:
Hope Nyenhuis

SUFAC Administrative Assistant