

Finance Board Meeting Minutes  
Date: February 28, 2012  
Location: Commons 318

Call meeting to order at: 5:37pm

**Members Present**

Michelle Kuah  
Kaylesh Ramu  
Damani Lewis  
Kian Larijani  
Ebony Tango  
Morgan Russo  
Samantha Spehr

First Year Ambassador  
Sheetal Chopra

Secretary  
Jasmine (Yasmin) Wands

**5:38pm Election Board Member Evaluation**

**Description:**

{Note: Election Board evaluated the potential candidate, Micheal Fell, for the election board member position.}

**Results:**

Votes: 7 for, 0 opposed, 0 abstaining, 0 not present

Michael Fell approved by Finance Board for 2012 Election Board Member.

**6:11pm College Democrats**

**Description**

Requesting funding for Dinner, Democrats, and (Re)districting. The purpose of this event is to raise awareness about redistricting in Maryland. The group will not limit this to only the people in their club as they feel that the issue is relevant to everyone who lives in the state of Maryland. The purpose of the pizza is to validate the dinner part of the event.

**Questions**

*Ebony: About how many people do you expect?*

A: We expect between 12-30 people, but we hope to attract more with the pizza/dinner portion of the event.

*Ebony: Is the speaker coming from off campus?*

A: No, the speaker is actually a researcher at the school.

*M: Are you advertising through commonvision?*

A: Yes, through the use of courtacards, etc.

### **Discussion**

Sam: This is a good event. I think they're asking for what is necessary for the event to go on.

### **Results**

Votes: 6 for, 0 opposed, 1 abstained, 0 not present

\$90 allocated to College Democrats for Dinner, Democrats, and (Re)districting. (\$20 for projector; \$60 for pizza; \$10 for advertising)

### **6:18pm Orthodox Christian Fellowship**

#### **Description**

Tabled request from 02/14/12

#### **Discussion**

Kaylesh: They said that they just want advertising, and not food. They also said that they never planned on charging students.

Chris: I also had written down that the group needed to provide a speaker contract.

Sam: Does he still want advertising? The event is this week.

Michelle: I've already seen advertising for the event.

Damani: I spoke to him about the free copies, but he still wants funding for advertisement.

Michelle: The event is on Saturday and common vision needs at least two days to get everything together.

Sam: Is advertising for this even really effective if by some miracle that they get it through by Thursday? Would it still be relevant?

Kian: I'm pretty sure that even rush orders don't happen one day.

Damani: They can get quarter cards in one day, but they're requesting a big package that involves a lot. Considering what's happening right now, I'd consider funding what we can and what's reasonable. I'd feel comfortable funding quarter cards and have them send it out tomorrow.

Michelle: I guess we'll have to talk this through with him. We recently funded intervarsity, and after speaking to Antigony, it was found that the stuff would not make it in time. So I think it's important to consider if funding can be used before the day of the event.

Damani: I'm comfortable with quarter cards, because they can be done quicker and they involve less than flyers. I would feel more comfortable funding something that could be done quicker.

Michelle: 500 quarter cards or more? It's a decision that we have to make now.

{Note: After looking at common vision's website for pricing, came up with \$66.75 worth of quarter cards, with an additional cutting fee of \$3}

## **Results**

Votes: 6 for, 0 against, 1 abstaining, 0 not present

\$70 allocated to Orthodox Christian Fellowship for advertisement.  
(\$70 for advertisement)

## **6:26pm Korean Student Association**

### **Description**

Requesting funding for a box of pizza to be used for first meeting of the semester.

### **Questions:**

*Damani: Do you plan on advertising your first meeting?*

A: Since we're having it on Monday, we don't feel as if we'll have time to advertise the event. We've already started letting people know through facebook though, because we have a facebook group.

*Damani and Michelle: {explains flyer policy to the org}*

*Kian: When is the deadline for this?*

A: March 5th

*Kaylesh: I spoke to...and she said that she'll change the date. I told her to bring it {the date change} to the meeting.*

*Michelle: (explains room reservation policy) {note: at this point, the group still needs a confirmed reservation; the reservation for the room listed was not found in the system.}*

A: I thought that we were confirmed for the rest of the semester.

*Michelle: When we look it up, we couldn't find it.*

*Kaylesh: I see it reserved from 12:20pm-12:50pm on March 26th.*

*Michelle: So the date will be March 26th. Do you know what number you will go with for the pizza {note: two different numbers shown on lines 1 and 2}?*

A: I think it's the first line, but I think we'll have to order more.

*Michelle: What we can do is table your request until you know for sure. UMBC actually has a deal with Papa Johns and it can save you a lot of money if you can call and see if you can get it.*

A: I think we did that.

*Michelle: We still need a break down.*

A: If I email you the breakdown, do I have to come for the meeting?

*Michelle: You don't have to. Just keep in contact with us throughout the week and give us the updated quotes.*

## **Discussion**

Damani: Does anyone else see this as a recruitment event? Because the way she presented it, it seemed as if it was a just a meeting with a meal.

Michelle: I know that KSA is trying to reestablish themselves so I figured that's it's recruitment event, but I'll be sure to make the difference clear to the organization.

## **Results**

REQUEST TABLED UNTIL GIVEN UPDATED FOOD QUOTES.

**{Approved at 7:04pm} Bethel Campus Fellowship**

## **Description**

Previously tabled request from 02/21/12.

## **Discussion**

Damani: When she spoke about it, it seemed like a really good event.

Sam: To me it seems weird to have pizza just for the performers.

Damani: Who are the performers?

Michelle: It's a speaker and a band.

Damani: Then we can't do that.

Morgan: Well, we've done that before. And one speaker had it required in his contract.

## **Results**

Votes: 6 for, 0 opposed, 1 abstaining, 0 not present

\$2,435.32 allocated to Bethel Campus Fellowship for Gethesemane Experience.  
(\$210 for sound; \$210 for lighting; \$180 for security; \$950 for contracts (speaker and band); \$160 for marketing package 4C; \$189 for housekeeping; \$468.82 for food)

## **7:07 Gospel Choir**

### **Mini-Allocation Request Form**

Organization: Gospel Choir

Contact Person: Stephanie Okapara

Email: stephol1@umbc.edu

Event: Expressions

Date of the Event: April 6th

Start Time: 7pm

End Time: 10pm

Location: Fine Arts Recital Hall {note: location confirmed}

Purpose: To exhibit local artist to students and provide a weekend event for the school.

Has it happened before? Yes

Any problems in the past? No

Have contracts been submitted? No, because they didn't want to submit contracts until they got funding/approval.

Breakdown:

Line 1- Performers...\$2,000

Line 2- Food...\$200

Line 3- Marketing...\$300

Line 4- Sound...\$350

Total...\$2,850

{Note: Mini Allocation Request Form was created for Gospel Choir because group did not have one.}

## **Questions**

*Michelle: Do you have food breakdown?*

A: We don't have specific quotes, because I haven't worked with the food company before.

*Michelle: So how did you come up with the information that you have for the food quote?*

A: From what we had last year.

*Kaylesh: So what is the purpose of food at this event?*

A: The atmosphere is a lounge type of event...so it's kinda like a mood setter.

*Sam: About how many people do you expect to come to this event?*

A: About 100

*Michelle: Can you walk me through your event?*

A: You'll walk into the room and see food. We'll work with the lights to set the mood. And we'll also have a stage and sound equipment. We will have one of the members from the gospel choir be master of ceremony. Then we'll have different people come up and perform. It'll be kinda like a lounge. We'll also have a painter who does live performances in which he interprets what he sees on stage. So it's going to be interactive. The paintings will be used as a giveaway in terms of art and culture.

*Kian: Do you have any alternative sources of funding?*

A: No.

## **Discussion**

Damani: I'm fine with funding this. I feel like it's fine to fund food, because there are so many acts and it may be good for transitions. It'll keep people from getting distracted. I don't know how I feel about the give-aways aspects, but that is a separate conversation.

Kaylesh: I think the giveaways works along with the show, and I'm fine with paying for the show aspect of it. And something has to be done with it {the paintings}. It's different, because it's in a recital hall.

## **Results**

### **REQUEST TABLED UNTIL GIVEN UPDATED FOOD COST**

#### **7:30 Election Board Appointees**

##### **Description:**

{Note: Election Board evaluated the potential candidate, Rodrigo Castro, for the election board member position.}

##### **Results:**

Votes: 7 for, 0 opposed, 0 abstaining, 0 not present

Rodrigo approved by Finance Board for 2012 Election Board Member.

**Description:**

{Note: Election Board evaluated the potential candidate, Patrice, for the election board member position.}

**Results:**

Votes: 7 for, 0 opposed, 0 abstaining, 0 not present

Patrice approved by Finance Board for 2012 Election Board Member.

**7:50pm CWIT**

**Description**

Previously tabled request from 02/14/12

**Discussion**

Damani: I think it's fine. I think our only real issue was the table cloths.

Morgan: Don't we have only \$28,000 left? I feel like the food is really expensive for just one hour.

Kian: Does this amount include what has been allocated?

Kaylesh: Including today, we're now at \$26,281.

Kian: Are there any other big UC events coming?

Kaylesh: Just looking at February, we allocated about \$50,000 and February is when we tend to allocate the most money.

Damani: In terms of the big request, we're approaching the natural 60 day request threshold. The request that we see from now on should be considerably less.

Michelle: Keep in mind that's it's \$10/person so it's lower than what we usually see.

Kian: They have food, and packages, but if we keep seeing stuff like this, it may get to a point in which we should consider only partially funding these kinds of things.

Sam: I want an updated food quote. The event is not until April so there is no harm in waiting for an updated food quote.

**Results**

**REQUEST TABLED UNTIL UPDATED FOOD QUOTE IS GIVEN.**

## **7:59 HLSU**

{Note: The organization did not provide updated quotes, therefore, they could not be voted on.}

## **8:01pm Debate**

{Note: Kian did not receive a response from Debate, therefore, they could not be voted on.}

## **8:21pm Report for Retriever Weekly**

### **Description**

Retriever Weekly presents budget report for February. Last year, the prior editor and chief failed to get the budget for fiscal year approved. This year, the Retriever Weekly was granted \$30,000 with the stipulation that a budget report is given to the Finance Board monthly.

### **Questions**

Sam: Last semester we wanted The Retriever Weekly to be able to sustain itself through advertisement. It seems as though the revenue for the month of February is on the decline. Why do you think this is, and what do you plan on doing to change that?

A: In the first issue, we expected more ads. So we're going to start speaking to businesses about the benefits that come with ads in retriever weekly.

Michelle: Why do you think the numbers went down?

A: We had plan for more as far as national advertising, but we didn't get it.

Sam: For the section that we just went over, a lot of people don't know where the retriever weekly office is. How do you plan to get the word out?

A: At the end of each article, we're thinking about putting the writers email address, make it bigger. In the opinion page, make it clear that it's to letters to the editor. There was talk about moving us to the commons. The man in charge is currently injured.

### **Discussion**

Kaylesh: Thanks for the proof. Has a lot of good insight.

### **Email Assignments/Members Present**

Michelle Kuah- HLSU

Kaylesh Ramu- Orthodox Christian Fellowship

Damani Lewis- Asian Studies

Kian Larijani- KSA, Debate

Ebony Tango- College Democrats, Gospel Choir

Morgan Russo- Bethel



Samantha Spehr- SAEP

First Year Ambassador  
Sheetal Chopra- CWIT

Secretary  
Jasmine (Yasmin) Wands

**Meeting adjourned at 8:43pm.**