**FINANCE BOARD MEETING**

 MINUTES

 02/05/2013

Meeting was called to order at 5:33pm

Roll call

Samantha Spehr

Chuka Abaraji

Michelle Kuah

Morgan Mayer

Sara Kim

Gabriella Kuffour

Chisom Ebinama

Sara Leidner

**PREP:**

The board reviewed the packets of allocation requests briefly and discussed questions they thought should be brought up.

**STUDENTS FOR ENVIRONMENTAL AWARENESS:**

Org: This event is conference and it is open to all UMBC students. It’s purpose to have proactive dialogue between experts and students. Due to the space in the skylight lounge we can only accept the first 140 students. We are inviting students from other schools, such as College Park and others. The food is free and it is going to be used as an incentive for people to attend. There are going to be four different workshops in this event. We are hoping that at the end, Dr. Hrabowski will have a closing speech.

**QUESTIONS:**

Chuka: How many speakersare going to be at this event?

Org: Four, and hopefully and opening speaker and Dr. Hrabwoski as the closing speaker

Mani: How will food impact the event?

Org: Without food, we will have to shorten the event because it is 10:00 am to 3:00pm so people will have to leave find another source of food. Because we don’t want this to happen, we will have to shorten the event, that means maybe taking out about 2 speakers. But also, to serve as an incentive for students to attend.

Michelle: How did you come about the number of students attending

Org: We only have 30 students who have confirmed that they are attending, but the 140 students is for the capacity allowed in the skylight lounge.

Chuka: How are you going to confirm that UMBC students have more priority to attend the event because as you said you are inviting students from other schools.

Org: We are advertising first to UMBC students and one professor has made the event mandatory for his students to attend so that automatically gives more opportunity for UMBC students to attend.

Sara: I realized that you had tot bags and pens in the request and how do they impact your event

Org: We wanted to put in the bag anyone who had sponsored us, and the pens will be so people will be able to take notes

Sam: What percentage of these students attending are UNDERGRADS

Org: More than half

Chisom: If we couldn’t fund food, will you be able to fund food by yourself, and also will the event be successful:

Org: It couldn’t be successful because we wouldn’t be able to attract people to come, and people will have to go elsewhere for food, thus we will have to shorten the event.

**DISCUSSION:**

Sara: I really like how the student org presented their event and I know we don’t really fund events like this for food but however, I for one will be expecting food at a conference.

Morgan: What stood out to me is using food as an incentive and also the giveaways with the pens

Chuka: The student org did say that without food the event will be shortened and they will lose two speakers so I think in this event, we should look at food differently.

Michelle: I will not be comfortable with funding tot bags and also because of the fact that only half students attending will be umbc undergrads. I will be comfortable with funding food but not for its full amount. I however like the event.

Chisom: I think this event is great, but what I would have loved to see is a better and bigger way to market this event because we haven’t seen and event like this before. And my only problem will be how the event is going to reach the UMBC undergrads.

Sara: I have actually changed my mind and I am for fully funding food. This is because for like the cultural events that NON UMBC students attend, we fully fund food and this event has never happened before. Partially funding food will kind of like be micro managing

Chuka: I don’t think we should compare this event to those events because for those events, non UMBC students pay whereas this event is free for everyone.

Sara: I wanted to ask the board how they think they will get about an amount for partially funding food

Mani: We could ask the board if they can just go back and find out a way to lower costs

Chuka: I think we should decide whether we are going to fund pens and tot bags.

Tot bags we struck out after a straw poll

Pens was replaced with non logoed pens from department stores.

**Questions was reopened.**

Chisom: Have you considered the possibility for including a marketing package

Org: We didn’t include it because we didn’t want to have a lot on the request, but since tot bags have been struck out, is there a way we can do some sort of trade off? I also don’t know if the marketing will be necessary because we have already sent out emails and made the event known to the UMBC community.

Sam: You don’t have to get a marketing package, it is just something we recommend, but also the SGA offer orgs a 1000 free copies so you can use that as a form of advertisement.

Sam: Are you guys also comfortable with substituting logoed pens for normal pens

Org: Yes, and also, we found out that the skylight lounge can only accommodate 130 people instead of 140, so the cost of food is going to go down by 10 people.

Students for Environmental Awareness’s event Chesapeake Bay Conference was tabled and asked to submit new calculations for food, minus those 10 people.

**AMATEUR RADIO CLUB:**

Org: This is a once per semester event. It is between schools around the country and around the world where we compete for points. We are requesting for food so our operators don’t have to look for food elsewhere while competing in this event as it lasts for six hours.

**QUESTIONS:**

Michelle: Could you talk about your experience with the event in the past

Org:Last semester we had 18 participants and overall we have had no problems with the event in the past

Michelle: How did you come about the number of students who are expected to come to the event

Org: I don’t know how the treasurer came about 30, but we will be expecting at most 20

Sara: How many people are on the board?

Org: about 4 or 5 members show up regularly

Michelle: Is this number including elected officers

Org: Yes

Chisom: Will your event be successful without food

Org: Not entirely, because last year we were able to raise funds to get food for the participants, but in previous years, not having food was definitely a drawback.

Michelle: How do you plan on marketing this to the campus community

Org: We are going to be putting up flyers around campus and the UMBC spotlight, word of mouth and we also have website

**Discussion;**

Sara: I really like the event but considering food, it only sounds like the food is there so people will not have to go elsewhere to look for food. I don’t really like how it ties into the event so I will not be for funding food.

Michelle: I think this event will still be successful without food and I would rather be more comfortable funding a marketing package to advertise to more students

**Questions was reopened:**

Michelle: Would you be open to requesting funds for a rather a marketing package in the view for boosting attendance for you event.

Org: My main concern will be the amount of time left for the event to occur

Mellisa: If you have a design, quarter card could be printed out the same day or the next day.

**We moved back into discussion:**

The board seemed to not be for funding the event because the did not see how food tied into the event, and food seemed to be just an incentive for attendance.

Mani moved to approve, Michelle Seconded

Members for-0 Opposed- 4 Abstaining -1 and 0 not present

**CWIT:**

Org: CWIT, together with ASME, ISCOM, and SWE are planning a spring into leadership event. The purpose is to meet more people and to encourage networking and to get internships. We are going to have a speaker who will talk about her life to encourage us to stay in the IT field.

**QUESTIONS:**

Michelle: How did you come up as 120 as the expected total

Org: Depending on past years

Michelle: Can you talk about your experience with the event in the past years as an org leader

Org: I have witnessed this event for 3 years .I really like this event, and I met new people, I spoke with people concerning internships and I helped me become more confident in talking to industry professionals.

Chuka: Can you expect the significance of programs

Org: It is the outline of the event

Michelle: Can you explain faculty and executive board involvement in planning

Org: The faculty is more involved in getting the speakers ,and the students are involved in the planning, budgeting

Chisom: Have you been to treasurer training

Org: Yes

Mani: is it only CWIT E boards involved in the planning

Org: 3 E BOARD members from each of the collaborating organizations

Sara: Can you give us a walk through of your event?

Org: To be honest, we haven’t fully decided yet but it is definitely similar to last year

Chisom: Can you tell me the role of food,

Org: Without food, it will be more like as a lecture style, and the presence of food will make people more comfortable.

**DISCUSSION**

Michelle: I think this is a great event and it offers a lot of opportunity for students to network. However, I am not comfortable with the role of food in the event, and the event can still happen without food and it will be doing very little to contribute to the success of the event.

Most of the board members felt the same way.

After a straw pool, food was struck out.

**Questions was reopened**

Sara: The request says you are receiving other sources of funding, do you know what this funding will cover

Org: It was veered towards funding food for faculty members

Michelle: Would those funds not be allowed for undergraduates at all?

Org: Im thinking what would happen is the faculty will get food first and then the leftovers for the undergrads.

**DISCUSSION**

Sara: I think it will be a bad representation on the student org that they feed only faculty and not feed the attendees

Sara Linder to the Org: I am not saying you are wrong, but I don’t see the sponsor funding food for only faculty members and not feeding the attendees or leaving only the leftovers for students.

After some further discussions about the food,

Michelle moved to approve, Chuka seconded,

Member for- 0, Opposed- 0, Astaining- 1 and 0 not present.

The CWIT/ASME/ISCOM/SWE was funded for $ 246.50 for Spring into Leadership.

**HINDU STUDENTS COUNCIL:**

HSC is an organization that promotes opportunities to learn more about the Hindu Culture. This cultural performance celebrates the history of colours. This event is free and open to all students. It will also present a lot of historical Indian and Hindu music and dance. We will also be asking student to bring in non perishable items to donate to Frantiscan Centre Baltimore.

There is a change in cost of contract, it is now $275

The outside performers are dancers and they are performers that we cant find on campus, and these performances are very important to the Hindu culture.

**QUESTIONS:**

Michelle: I just wanted to clarify, I think it does go against our budgetary policy to fund this event if the RASCALs are going to be paid for performing at this event since they are a student organisation

Sara Linder: It is not against policy, but it is something that the board has generally decided in the past

Sara: Do you think the Rascals will not perform without the contract

Org: I don’t think they would, because we paid them last year, so I think it is something they will be expecting.

Sam: How many people do you expect to be at this event

Org: For the past three events, tickets have always been sold out, so I am guessing we will have about more than 250 students

Sam: For the donation, is it mandatory for you to give it?

Org: We don’t have to, but it is just encouraged.

Sara: Concerning the number of attendees can you give the ratio of UMBC vs non UMBC students attending the event

Org: That is a hard question but we do have a lot of people from outside coming to the event, but majority is from UMBC.

Chuka: Were the contract based on paying for gas?

Org: Yes, for transportation

Chuka: How did you come up for this amount for the contract

We made this amount much less from last year, and one of the singers is coming from New Jersey

Mani: Are the perfomers okay with these prices?

Org: Yes

**DISCUSSION**

Sara: I am definitely for funding this event

Chisom: We encourage student organizations to collaborate for events, and I have not seen any other student org pay for other student org to perform at their event. I am not for funding, the idea of paying other student org to perform at this event. It will be setting a different precedent. But I like this event and I am for funding it.

Sara: I was wondering if the finance board did fund RASCALS for performing at this event last year

Sam: Last year, we did and to be honest I didn’t even know it was a student organization

Morgan: I feel kind of bad because if we don’t fund the RASCALS because then the performers will come down to two, but it is a bad idea to start paying for other student orgs to perform at other organisation’s events.

Sam: I definitely agree that it is bad precedent to set, especially considering the ACAPELLA groups we have on campus and the number of events they perform at.

**Questions was reopened**

Mani: Will you be okay with adding another performer if RASCALS does not perform

Org: I don’t really know, but I think what we will do is pay out of pocket for RASCALs to perform

Michelle: If you plan to charge non UMBC students, that money could go into your carry over account and compensate for paying the RASCALS

Org: We weren’t sure if we were going to donate that money or keep it in our carryover.

**DISCUSSION WAS REOPENED:**

Mani moved to approve, Chuka seconded

Members for-5 Opposed-0 Abstaining-0 and 0 not present

The Hindu student council was approved for $1656.77 for their Holi Hungama 2013

**TRIANGLE FRATERNITY:**

This event is hoping to raise money for. The doors open at 6:30 pm. We expect to have maximum capacity because of our headliner. The reason we are ending at 11 to avoid involvement of the campus police to reduce costs. We are also raising money for the organisaton for Digital harbor by encouraging people to donate money, but if students did not want to, they could still come to the event. DJs will be playing for 2 hours and students will be playing for the opening slots and student will not be paid.

**QUESTIONS:**

Michelle: How did you come up with the students performing at the event

Org: We have a facebook competition and students with the top three most likes on facebook will go into the final round for performing at the opening slots at the event.

Chuka: Is there going to be any active form of solicitation for students to donate money

Org: The mc will be announcing and reminding students that if they wanted, they had the opportunity to donate money and there will be people walking around with buckets for students to donate

Michelle: Have you thought about reaching out to non Greek organisations

Org: We were going to reach out to them through the my UMBC spotlight and the facebook page

Mani: Do you plan on putting it on the UMBC events page

Irg: Yes, we already talked to, I think Kevin Arsenal.

**DISCUSSION:**

Morgan: I like the event. I am comfortable with funding this event

Mani: I am not comfortable because, it looks like just rave or party

Sara: I don’t see this event as just a party because the student org specifically said they will be using this as a way to raise money

Sam: This is a unique event that we do not see a lot, and I am comfortable with funding this event. They are not pressuring people to donate money and they are only asking for the essentials that they need for the event to happen.

Sara: I like that opening acts will be done by UMBC students to showcase their talents

Chisom moved to approve, Chuka seconded

Members for-4 Opposed-1 Abstaining-0 and 0 not present

Triangle Fraternity was approved for $2279.56 for the Rave for the Future

**PERSIAN STUDENT ASSOCIATION:**

We came in with a modified budget request. We saw your email concerning how the board wanted the costs to go down. The cost come down to 7199.94. We cut back drinks, water, tea, on extra rice, soda and we are buying it ourselves from walmart. We took away mc, as well as a performer.

**QUESTIONS:**

Sam: For the new prices, is the Mobidic discount subtracted

Org: I am not too sure

Sam: Will you feel comfortable double checking with them?

Org: Yes, I could email them today or tomorrow morning.

Org:We tried as hard as we can to cut down for the cost of food. For the desserts, we found a place in Virginia that had lower prices and plan on purchasing the desserts there. We want to know if the price of food is okay for the board now.

Sam:It is something that the board will talk about in discussion.

**Discussion**

Mani: They took about $2000 off so I am okay with funding

Michelle: I think the org did put in the effort and time to produce a breakdown and lower costs so I am for funding this event.

Chisom: I think we should fund the organization for the prices of desserts that are cheaper in Virginia.

Gabriella: I don’t like the idea of them going to Virginia because then issues about gas and time come into play.

Michelle: I also think the org should stay with as less vendor as possible

Chuka: I think the board brought up the option to go to Virginia and we didn’t ask them, and they are the ones willing to drive to Virginia to purchase.

Sam: I agree with Michelle and Gabby, also, if they do get a discount from Mobidic, the difference might not even be that great considering the price it will cost to travel all the way to Virginia

After a straw pool, the board agreed they would fund the price for desserts from Mobidic

The event was tabled to see what the new prices will be after the Mobidic discount

**Relay for life**

 We have a yearly event , campus wide event, everyone is encouraged to attend. We are trying to get dance teams and Acapella GROUPS to sing and perform.

**Questions:**

Chisom: Can you walk me through the event and how food is incorporated in this event?

Org: People will start coming around 530, there will be tents set up around the quad. Food is needed because after 7 most eating places are closed and even the commons are closed at 12, so food will be needed so w0e can provide food for everyone, and even keep them hydrated.

We also have a ceremony for people who have died to cancer and are still fighting. And there is a moment of silence. There are games, and the event is pretty laid back, and people just continue to walk through the night. There are on site fundraisers and donations

Chisom: If you take away food to you see your event having the best impact

Org: The food definitely pulls in a lot more people to help us raise more money

Michelle: Can you tell us why you are choosing to go Glenmore rather that catering service

Org: Because we have done it before and it worked out really well so we are just comfortable doing it with them.

**Discussion**

Sara: I am a freshman and haven’t been to a relay for life here but from high school, seeing the unity, seeing the survivors walk and talk about their experiences, other than food, I am for funding this event

Chisom: I second what Sara said but I don’t see the correlation of the event with .items four and 5. I think the event should be about raising awareness, not for feeding people.

Sam:I don’t think it is in our place to say item 5 is only for food, and it can serve other purposes since they have other events

Sara: The reason as I am not for funding food, is because I see this event happening without food

Chuka: I wouldn’t be for funding food because it seems like just a convenience

Food was struck out.

Mani moved to approve, Chuka seconded

Members For- 5- Opposed-0, Abstaining-0 and 0 not present

Relay for life was approved for $1325.00 for their Spring Semester Relay for Life Event

**BLACK STUDENT UNION:**

We have calculated and broken down the cost of contracts. Through the calculations we have done we found that we are underpaying them because they are coming to practice 2wice a week so we couldn’t cut down any further. We cut the photographer and we will be paying with our own money.

**QUESTIONS:**

Sara: For the decorations, the isles and the frames, where will they go after the event?

Org: We will store them in our dorms and reuse them on other events to come.

**Discussion**

Sarah: It was really nice for the student org to give us a clear breakdown

Through this breakdown, they have communicated that they cannot cut down cost any further.

Chisom: I like this event, and have been to this event before, but I feel indifferent, because we asked them to break down and try and cut down costs but there is no change in the cost from their old request. Not to micromanage, but I think it will have helped a little bit, to see a slight change

Mani: I am for fully funding it I don’t see any reason not to fund it.

Michelle: I feel the same way I felt last week and I like the collaboration. But I don’t think we could fund this for the services that have already been rendered by the coaches

 Chuka:If the price stays the same I will be for funding the event

Morgan: Overall, its really expensive but however, I have no reason to not fund it.

Sam: I will really like for the cost of contracts to go down, but the org has expressed that that will be kind of impossible so I will like to know if the coaches will still be able to come out if the cost went down further.

There was an intensive discussion about the paying for services already rendered by the coaches, and how calculations could be made to pay for the coaches services only after legislations have been signed.

After a straw pool, the board came to agreement that it will be comfortable funding $ 3000 for contract.

**Questions was reopened**

Michelle: Do you think the contractors will be okay paying them from after the event has occurred , maybe from the carryover from charging the 10 dollars for non umbc stdt

Org: I will have to talk to Annekia

Sam: Will the event still happen if the cost of contracts went down

Org: We will have to talk to Annekia

The Black Student Union was tabled again to renegotiate with coaches and for further information on how much the organization can come up with to pay coaches from their carryovers.

Arab Student Union was reopened due to miscalculations

Michelle moved to approve, Chuka seconded

Arab student Union was approved for $5489.26 for Arabian Nights 2

**Email Assignments:**

Michelle: Amateur Radio Club, Hindu Student Council

Chisom: CWIT.

Morgan: Pandemic

Sara: FASA, Students for environmental Awareness

Sam: Persian Student Association, BSU

Chuka: Triangle Fraternity, Students for Israel

Mani: Jewish Student Union

Meeting adjourned at 11:9

Roll Call:

Samantha Spehr

Mani Gupta

Michelle Kuah

Chisom Ebinama

Chuka Abaraji

Gabriella Kuffour

Morgan Mayer

Sara Kim

Sara Liedner