SSI FEE BOARD MINUTES | OCT. 18, 2013

DETAILS

Minute Taker: Rachel Tholl
Timekeeper: Rachel Tholl
Present: Tim Oravec, Brandon Trelstad, Jesse Pettibone, Cassidy Radloff, Jen Christion Myers, Rachel Tholl, Emily Bowling, Olivia Poblacion
Absent: Elliot Finn, Andrew Futerman

AGENDA

Wage Grant Application – Eco Reps, presented by Cassidy Radloff
Fee Board Background Information, presented by Brandon Trelstad
Travel Grant Application – DiFrancesco to AWRA Conference, presented by Cassidy Radloff
Communication Between Grant Recipients and SSI
Travel Grant Application – Marshall to AWRA Conference, presented by Cassidy Radloff
Establishing Cut-off Score for Grant Rubric, presented by Jen Christion Myers
Next Meeting, presented by Timekeeper (5 Minutes)

MINUTES

WAGE GRANT APPLICATION – ECO REPS

DISCUSSION

- Eco-Reps duties & success data will be more structured than last year
- Plan for expansion of program at end of year
- Funds generally come from hall councils of residential halls
- Andrew Futerman can go to Eco-Reps monthly meetings to involved them further with ASOSU

DECISION(S)

- Vote was made on (a) approving Eco-Reps’ application for a wage grant, (b) voters included Cassidy Radloff, Jesse Pettibone, and Time Oravec. All three voted yes. (c) The final decision is yes.

FEE BOARD BACKGROUND INFORMATION

DISCUSSION

- There is a decision-making matrix for approving grants that the fee board will use
- Budget management for the SSI comes from the fee board
- Travel grants cover up to $500 or 75% of expenses
- Further advertising is needed
- SSI requires executive reports (financial reports from last year, future plans
TRAVEL GRANT – DIFRANCESCO TO AWRA CONFERENCE
DISCUSSION
- Masters student wishes to present her water resources project, is asking for gas money
- Edits to travel grant form must be made
  o Make more clear what “benefit to general student body” means
  o Require that recipients attend end of year events/followups
  o Clarify how many days beforehand that people must apply
  o Acquire hard copies of all grant programs to hand out in SSI Center
DECISION(S)
- Need to ask for clarification on general student body benefit, and remind about the $100 limit
- Will grant $100 instead of $104 because 75% of total trip cost is more than $100.
- Vote for (a) approving DiFrancesco's travel grant was (b) voted on by Cassidy Radloff, Jesse Pettibone, and Tim Oravec. All three voted yes. (c) Travel grant is approved.

COMMUNICATIONS BETWEEN GRANT RECIPIENTS AND SSI
DISCUSSION
- Followups need more information and structure
- Entire application should be sent to Rachel Tholl, or SSI Administrative Coordinator
- SSI Admin will provide the financial guidance for recipients once their grant is accepted

TRAVEL GRANT APPLICATION – MARSHALL TO AWRA CONFERENCE
DISCUSSION
- Applicant is carpooling with 3 other students to conference
- Asking for 75% of total cost
- Cannot reimburse people for registration fees
- Table of requirements in grant instructions was used to evaluate application
  o Need an official rubric/matrix for application evaluations
  o Need to change gas mileage to today’s modern number & add $2.34 to total amount
DECISION(S)
- Exception for registration fee will be made because application was submitted so early; Emily Bowling must be notified first
- Vote on (a) approving grant was (b) voted on by Cassidy Radloff, Jesse Pettibone, and Tim Oravec. All three voted yes. (c) Travel grant is approved

ESTABLISHING CUT-OFF SCORE FOR GRANT RUBRIC
DECISION(S)
- Decision was made on 80 points

NEXT MEETING – FRIDAY OCT 25, 2PM – 4PM
DECISION
- The next meeting will be on Friday, October 25 from 2pm to 4pm at SSI.
- Potential agenda items include:
  o Updating the grant applications
  o Annual report due

Observers: Olivia Poblacion, Jen Christion Myers, Rachel Tholl, Brandon Trelstad, Emily Bowling
Notes: Rachel Tholl