SSI FEE BOARD MINUTES | SEPTEMBER 28, 2011

DETAILS

Minute Taker: Morgan Dumitru
Timekeeper: Morgan Dumitru
Present: Morgan Dumitru, Brandon Trelstad, Brian Laird, Laura Jones, Olivia Poblacion, Ryan Stewart, Kyle Ireton
Absent: Justin Russell, Eric Alexander

AGENDA

Updates, presented by All (10 Minutes)
Grant Materials, presented by Morgan (30 Minutes)
Future Placement of the SSC, presented by Brian (15 Minutes)
Strategic Planning, presented by Brandon (45 Minutes)
Next Meeting, presented by Justin (5 Minutes)

MINUTES

GRANT MATERIALS – 2:10 TO 2:45

DISCUSSION

- Board discussed requirements for grant eligibility.
- Brandon suggested setting a minimum amount for either grant.
- Board discussed percentage the applicant will be asked to cover.
- Board reviewed instructions and application materials.
- Ryan suggested that the SSI ask for receipts, just to verify that payment was actually made.
- Board discussed additional materials for project grant application.

DECISION(S)

- Board decided that students need to be taking at least 6 credits per term and be in good standing with the university to receive a Travel Grant.
- Board decided to not set a minimum for either grant. If it becomes an issue, the Board will review this decision.
- Board decided to cover all costs up to $100, and 75% of applications that cost more than $100.
- Board needs applications w/o air travel 3 weeks in advance. Applications with air travel 6 weeks in advance.
- Board agrees to make final decisions on applications within 10 days of submission to the Partnerships Coordinator.
- Board agrees to collect receipts, but will not be processing them in an official fashion.
- Board would like a link to the Ecologue to be added to the Travel Grant materials, and an addition to be made that discusses alternative sharing mediums.
• Board approved a change of deadline for the project grant applications from November 19th to midnight on November 20th.
• Board agrees that at least one lead, and one additional contact or sponsor, must be identified per project.

ACTION ITEMS
• Morgan will follow up with Shannon Guthrie by the next meeting to verify that AABC can turn around a payment request within a week.
• Morgan will finish materials by the end of the week.
• Olivia will post something to the Ecologue.

FUTURE PLACEMENT OF THE SSC – 2:45 TO 2:48
DISCUSSION
• Brian has not heard back from Campus Planning.
• Board discussed the timeline for decision-making.
• Brandon recommended waiting to hear back, and reminded board that Campus Planning is aware everything.

ACTION ITEMS
• Brian will check in with Campus Planning to verify receipt of prior communication

UPDATES – 2:48 TO 2:58
DISCUSSION
• Brian spoke about his meeting with Shelly Signs (sp?) to discuss Bill McKibben visit and revised schedule.
• Brandon updated board on project planning and bidding process.
• Morgan updated the Board on the All Volunteer Meeting on October 5th (6-8 pm) at the SSC.

DECISION(S)
• Board would like the McKibben’s tour to actually stop at the SSC.

ACTION ITEMS
• Brian will send out a firm schedule to the Board by the next meeting.
• Brian will tell Shelly we would like to rearrange the tour to include a stop at the SSC.

MEETING ITEMS – 2:58 TO 3:04
DISCUSSION
• Board discussed which agenda items need to be addressed at this meeting, the next meeting, and meetings after that.

NEXT MEETING – 3:04 TO 3:08
ACTION ITEMS
• Morgan will send out a Doodle poll to establish a recurring meeting time by the end of the week.

STRATEGIC PLANNING – 3:08 TO 3:45
DISCUSSION
• Board reviewed the strategic plan. The majority of discussion was given to Empowerment and Leadership.

DECISION(S)
• Board agrees that the following sections are complete: Awareness, Partnerships, and Institutional Development.
• Board agrees that Awareness and Empowerment need one-sentence goals.
ACTION ITEMS
- Brian and Justin will come up with a single sentence synthesizing each of their goals.

Observers: Emily Bowling
Notes: Fee Board Chair was absent.