SSI FEE BOARD MINUTES | MARCH 1, 2012

DETAILS

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

AGENDA

Updates, presented by All (10 Minutes)
Fund Location for RLF, presented by Brandon (5 Minutes)
Travel Grants, presented by Morgan (5 Minutes)
Next Meeting, presented by Timekeeper (5 Minutes)

MINUTES

UPDATES – 1:20 TO 1:29
DISCUSSION
• Kyle updated board on conversation with Hydrogen Trailer about their choice of purchases.
• Morgan updated the board on the request of the Solar Vehicle Team to spend grant funds on entry fees for the solar vehicle competition entry fees.
• Brandon suggested asking if paying the entry fees would ensure that the vehicle would be finished.

DECISION(S)
• Present board members decided to put solar vehicle funding usage to an email vote.

ACTION ITEMS
• Morgan will email board to secure vote on solar vehicle funding usage by the end of the week.

FUND LOCATION FOR RLF – 1:29 TO 1:47
DISCUSSION
• Brandon updated board on the recommendations of AABC and business affairs on how to address the transparency and clarity of RLF.
  o Disclose early on in the budgeting process what the working capital and fund balance are.
  o Differentiate between the working capital for the RLF and the fund balance for the operating budget.
Do not create a new fund for the RLF. Just focus on clarifying which monies are which.

- Brian asked Brandon to clarify on what happened with the Batchler and Covell funds.
  - Didn’t use RLF funds because federal funding became available and the Chancellor’s office placed a lot of pressure on the Sustainability Office to use that funding.

**TRAVEL GRANTS – 1:47 TO 2:10**

**DISCUSSION**
- Morgan updated board on how travel grants have been going.
- Board discussed and reiterated application deadlines: non-airfare (21 days) and airfare (42 days).
- Board discussed modifying restrictions of travel grant to exclude personal reimbursements.
- Board discussed securing a procurement card for Emily Bowling to make it easier to complete procurement card purchases.

**DECISION(S)**
- Board decided to put the modification of travel grant restrictions to an email vote.

**ACTION ITEMS**
- Morgan will email board to secure vote on solar vehicle funding usage by the end of the week.

**NEXT MEETING – 2:10 TO 2:15**

**DECISION**
- Morgan proposed meeting every other week.
- The next meetings will be on March 8th and 22nd from 1:00 to 3:00 PM at the OSU Student Sustainability Center.
- Potential agenda items include:
  - Research Grant Materials
  - Strategic Planning
  - Hiring & Transition

**ACTION ITEMS**
- Morgan will email the board to let them know about dates and times by the end of the week.

**Observers**: None.

**Notes**: N/A