SSI FEE BOARD MINUTES | APRIL 20, 2012

DETAILS

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

AGENDA

Updates, presented by All (10 Minutes)
Budgeting Process/Feedback, presented by Justin (15 Minutes)
Budget Projection, presented by Morgan (3 Minutes)
Hiring, presented by Justin (2 Minutes)
Interview Questions, presented by Morgan and Brian (30 Minutes)
Travel Grant – Nathan Hinkle, presented by Justin (10 Minutes)
Next Meeting, presented by Timekeeper (1 Minute)

MINUTES

UPDATES – 11:15 TO 11:35

DISCUSSION

• Earth Week events; final approval for wage grants for Organic Grower’s Club (via e-mail);
  Emily updated Board about SSI support needs meeting with Eric Alexander; Olivia gave update about textiles grant (going well); Brandon- getting things ready to move money to plant funds for the small scale PV solar projects the SSI is funding (4 sites- Oak Creek, Gilmore Hall, Student Legacy Field, vegetable farm) and we are okay using student funds on non-student fee funded buildings; Dixon- going back into re-design hopefully getting it out to bid over the summer, Rec Sports needs to figure out structural issues with roof before we can move forward.
  • Brandon notified Board that he may need vote next meeting to move money to plant funds.

DECISION(S)

• Board agreed to contact James Cassidy about approval of wage grant;

ACTION ITEMS

• Justin will contact James by April 27, 2012.

RESEARCH GRANTS UPDATES – 11:35 TO 11:40

DISCUSSION
• Brandon contacted Kevin Ahern about research grants. Kevin will be able to come to one of our meetings in the future.

DECISION(S)
• Board agreed to invite Kevin to attend the next staff meeting.

ACTION ITEMS
• Brandon will contact Kevin by April 27, 2012.

BUDGET PROJECTION – 11:40 TO 11:43

DISCUSSION
• Morgan notified Board that the SSI will be over budget for wages, under for programming, and at this rate may break even, but will likely end up $5,000 to $10,000 over.

HIRING – 11:43 TO 11:45

DISCUSSION
• Board discussed best way to proceed with Director hiring.

DECISION(S)
• Board agreed that everyone will evaluate Director applications over the weekend, over e-mail, we will decide which applicants we want to interview; fill out Doodle poll for availability next week.

ACTION ITEMS
• Justin will send out Doodle by April 21, 2012.
• Everyone will evaluate applications and e-mail top three choices by April 22, 2012.

INTERVIEW QUESTIONS – 11:45 TO 12:15

DISCUSSION
• Morgan and Brian presented the new set of interview questions.
• It was suggested that the question pool needed to be cut down.

DECISION(S)
• In reviewing questions, Board cut down the total number from 30 to 20. For actual questions, please refer to the AY13 Hiring Questions document (internal access only).

ACTION ITEMS
• Brian and Morgan will format and print questions by April 23, 2012.

TRAVEL GRANT- NATHAN HINKLE – 12:15 TO 12:25

DISCUSSION
• Brandon informed board that he believes the event was canceled and that they want to go someplace else.
• Morgan suggested that because we don’t know for certain, and have not been approached by Nathan, we should move forward with the grant as presented.

DECISION(S)
• Board approved the grant application at the requested funding level.

ACTION ITEMS
• Justin will contact Nathan by e-mail and cc’ Taro by April 27, 2012.

NEXT MEETING – 12:25 TO 12:26

DECISION
• The next meeting will be on May 4, 2012 from 11:00 AM to 1:00 PM at the OSU Student Sustainability Center.
• Potential agenda items include:
  o Assessment Plan
  o Budgeting Process Feedback
  o Wage Grant Applications
  o Research Grant Program
  o AY13 Hiring

Observers: None.