

STUDENT ASSOCIATION MEETING
State University of New York, College at Geneseo



Student Association meetings are Wednesdays at 6:15 pm in the College Union Hunt Room. All are welcome to attend.

MINUTES #3, Monday, August 17 2009

Page	Business Meeting Agenda
7	Call to Order, Approval of Agenda, Approval of Minutes
7	Updates
8	Old Business None
8-10	New Business
8	12-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE approve the appointment of Ashley Arthur as the Recording Secretary for the 2009-2010 academic year. <i>First and Only Reading</i>
8	13-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE approve the fundraising request of up to \$300.00 by Account 1411, Ultimate Frisbee Club to conduct an Ultimate Frisbee Tournament at Ellison Park on September 5 th and 6 th . <i>First and Only Reading</i>
8-9	14-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE approve the allocation of \$6,740.00 from Permanent Equipment, Account 2000 to SA Tech Services, Account 1004, for the purchase of a Wireless Communication System. <i>First of Two Readings</i>
9	15-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE approve the allocation of \$2,730.00 from Permanent Equipment, Account 2000 to SA Tech Services, Account 1004, for the purchase of a Cyc and Scrim to create a colored background for performances. <i>First of Two Readings</i>
9-10	16-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE approve the allocation of \$588.00 from Permanent Equipment, Account 2000 to Student Association, Account 1005, for the purchase of a Dell Optiplex 760. <i>First of Two Readings</i>
10	17-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE allocate \$1,000.00 from Budget Increases, Account 1099 to Latino Student Association, Account 1912 in order to fund hip-hop artist Blitz the Ambassador to perform at Geneseo Late Knight on August 29 th . <i>First of Two Readings</i>
10	18-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE allocate \$1,000.00 from Budget Increases, Account 1099 to SA Programs, Account 1002 in order to cover the expenses associated with Blitz the Ambassador. <i>First of Two Readings</i>
10	Open Discussion
10	Adjournment

Executive Committee

President:	Haleema Murtaza
Vice-President:	Nicholas Kaasik
Directors:	
Academic Affairs:	Brian Hartle
Business Affairs:	Mark Petrie
Inter-Residence Affairs:	Melissa Kaye
Public Relations:	Mathe' Kamsutchom
Student Affairs:	Hamza Murtaza
Student Programming:	Corinthia Kotlar
Advisor:	Tamara Kenney

PROFESSIONAL STAFF

Dir. of SA Programs,	
Personnel & Finances:	Kate Rebban
Administrative Assistant:	Nancy Chirico
Graphics Coordinator:	Kristen Fuest
Program Advisor:	Danielle Akins
Service Manager:	Dianne Krenzer

Call to Order:

The meeting was called to order at noon with all members present.

Approval of the Agenda: Motion to table Readings 17-0910 and 18-0910 and motion to amend 13-0910 to read up to \$2400.
Agenda passes 7-0-0

Approval of the Minutes: A change was noted in the update section under Tamara’s updates it should read “not here” instead of None. Minutes pass 7-0-0

Updates

President, Haleema Murtaza updates: SA Exec retreat went well over the weekend. Exec is ready for a great upcoming year.

Vice-President, Nicholas Kaasik updates: He is looking for new student senators.

Director of Business Affairs, Mark Petrie updates: created sign out sheet for organizations needing supplies, and is planning treasurer training.

Director of Inter-Residence Affairs, Melissa Kaye updates: working on updating IRC’s website. She also presented at Residence Life training. She created binders and is working on leadership training planning.

Director of Public Relations, Mathe Kamsutchom updates: The Vacation Bus Program is up and running. College Express, the company we contracted with, will do most of the marketing. She is planning on creating a facebook page. She will work with Kristen to make some changes to the SA website.

Director of Academic Affairs, Brian Hartle updates: Is back from the retreat. He emailed his AAC board members to create special committees for next year. He’s planning the AAC retreat for Labor Day

Director of Student Affairs, Hamza Murtaza updates: He’s on the search committee for the Assistant Director of College Union and Activities position.

Director of Student Programming, Corinthia Kotlar, updates: She’s planning the AC retreat for 8/26/09.

Kate Rebban, Director of SA Programs, Personnel, & Finances updates: She announced that the auditors are tentatively scheduled to present the audit to SA Exec on Thursday, September 4th at 4pm in CU Rm 319. All are invited to attend. During the summer, she has been working with CAS to implement the new accounting software and the changes that will affect all funded student groups. Starting August 1, all expenses must be encumbered and have a Purchase Order issued prior to the expense being incurred. She is working with Haleema to inform all the student clubs and organizations and they should have a written process before school starts. Also, Tech Services is going to be run completely from the Student Association office and Kate has assumed the Staff Coordinator portion of the service. In the past, the Associate Director of College Union & Activities was the Staff Coordinator, however, it was given back to Student Association as of June 2009.

Tamara Kenney, SA Executive Committee Advisor updates: She will be meeting with individual board members and is working on Leadership Training.

Open Updates

None

Old Business

None

New Business

12-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE approve the appointment of Ashley Arthur as the Recording Secretary for the 2009-2010 academic year.

First and Only Reading

Haleema noted at the last meeting Erika Collins was appointed, but due to conflicts, she can’t do it now. Ashley was IRC’s recording secretary last year. Brian asked if Ashley had other commitments. Haleema said she is only a member of Psychology Club, so she has the time. Nick asked if other applications were received. No. Melissa said she is very good at taking minutes and doing them punctually.

12-0910: First and Only Reading passes 6-0-1, with Nick abstaining.

13-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE approve the fundraising request of up to \$2500 by Account 1411, Ultimate Frisbee Club to conduct an Ultimate Frisbee Tournament at Ellison Park on September 5th and 6th.

First and Only Reading

The representative said they are requesting approval for the fundraiser. Some of the expense will be \$12.50 per participant for food/drink. They are expecting to earn \$2400 gross profit. This is going to be an open tournament and they are trying to build up the team. It will be the first tournament of the semester. Corey asked how it would be advertised. They are calling out to other teams, advertising during week of welcome, and just being on Doty Field, they feel that will be good advertisement. There is a facebook group for 2013 and he's sent info about the team. They haven't done a tournament like this before, but they did have one in the spring that was much smaller. Kate explained that SA would have to request the certificate of insurance from our agent.

13-0910, First and Only Reading, passes 7-0-0.

14-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE approve the allocation of \$6,740.00 from Permanent Equipment, Account 2000 to SA Tech Services, Account 1004, for the purchase of a wireless communication system.

First of Two Readings

Mark explained the wireless communications system. There is no easy way to communicate between the balcony and the backstage when a performance is going on. This can also be used in Wads and they can wire it into the Wads Auditorium system. If they have this wireless in the ballroom, if something happens, one tech worker can go back stage, and use a headset to communicate with the individual in the balcony. This would lend to a more professional system. Nick agrees with the need for wireless, but he's wondering why it's approximately \$7000 and not a less expensive model. There were others in the \$4500-\$5000 price range, but it could only be used in the ballroom. Mark stated this more expensive one can be plugged into the system in Wads. The less expensive one has 4 headsets, but you could only use the 4, if we purchased this, you can plug into a jack and use as many headsets that can be tied in.

Nick asked why not walkie talkies? Mark said these are more durable and walkie talkies aren't reliable, easier to break and you need to be concerned with the frequencies and some you can't use, so these won't be in conflict. They already have headsets in Brodie, but they break. Brian asked about the warranty. Mark doesn't know but will get the information for the next reading. SA Tech has a good relationship with Applied Audio so that is why the quote was obtained from there. Kate asked where it would be stored. Mark said in the ballroom and it could be un-wired and moved to Wads if needed. Haleema stated if they are durable, we won't have to order them year after year. Mark said only SA Tech will be using it and possibly a performers manager if they have a headset.

Discussion: Will said he's seen events in the ballroom and this would be good to have this. It would prevent delays at events because of communications issues. Whatever system is decided on, it will make the events look professional. Hamza said at the Shakti dinner, they were using the walkie talkies and they would run out of batteries. Brian said his initial reaction is it's expensive, but if this has a substantial warranty, this is an investment that would work well. Nick still thinks it's an expensive communication system. Maybe Mark can look at less expensive systems. Mathe said she's been at cultural dinners and some are prolonged because of the lack of communication in the ballroom. It does seem like a lot of money, but think about the number of people that will be affected and the use that it will have is good. Hamza asked if Mark could look to see if there are other less expensive models that are compatible with Wads and the ballroom.

14-0910, First Reading, passes, 6-0-1 with Brian abstaining

15-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE approve the allocation of \$2,730.00 from Permanent Equipment, Account 2000 to SA Tech Services, Account 1004, for the purchase of a Cyc and Scrim to create a colored background for performances.

First of Two Readings

Mark Romano explained the reason for the purchase of a Cyc and Scrim. He said when some events in Wads, such as with Kaba Modern they needed to rent on. It's a big giant sheet that changes colors. It's a screen that goes in front and hides what's behind. The cost of renting is approximately \$250 each time so after 12 shows, it will pay for itself. Sean McGrath told Mark Romano that with proper care you can get 6-7 years out of the items. It will be stored in the Tech room in a bin and will be part of SA tech services equipment. We are getting it primarily for Limelight/Accents, but if a student group has a use for it, they can use it. Nick asked if the Theatre department has one. Yes, but it's permanently installed in Alice Austin. Mark Petrie asked if there are 12 shows a year. Mark Romano said no, there's usually 5 per year, but this would roughly cover 2 years. Hamza said with the mice eating the last one the college owned, where would it be stored. Mark Romano said in the Tech room and there shouldn't be a problem with mice. Brian asked if he checked other vendors. Mark Romano said no; only 2 because it's a specialty item. Melissa asked about shipping, Mark Romano said it's not included and he would find out the price. Brian asked if it would be installed, no it would need to set up at each show.

Discussion: Brian figured it's a sound investment and would pay for itself in a few years. Tamara agrees, that it would be useful to other organizations and events. Hamza said he'd love to see it in Wads for an event he's planning.

15-0910, First of Two Readings, passes 7-0-0

16-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE approve the allocation of \$588.00 from Permanent Equipment, Account 2000 to Student Association, Account 1005, for the purchase of a Dell Optiplex 760.

First of Two Readings

Kate presented. Campus Auxiliary Services (CAS), our fiscal agent, has changed their software to a new system that is PC based instead of MAC based. In anticipation of the change over, a new computer was purchased for Kate in the Spring semester. This summer, during the implementation of the new system, it became apparent that in order to become in total compliance with the SUNY Board of Trustee Guidelines regarding encumbering funds, we were going to have to issue Purchase Orders (PO) for all expenses before check requests go to CAS for payment. There will be some procedural changes that are going to affect all the organizations that are either funded by SA or have funds in the nonfunded account that SA provides as a service to clubs that either can't be funded or chose not to be funded by SA. Purchase Orders will be issued for expenses prior to these expenses being made. Nancy, the Administrative Assistant, also signs out Walmart and Wegman cards, and has filled out Purchase Orders for my Kate's signature. It is necessary for Nancy to have access to the system to issue these PO's. Nancy currently has a MAC and the new software is PC driven. Nancy has never received a new computer – only hand me downs. If this is approved, Nancy's MAC could be moved into the inner office for SA business. Kate has asked the first reading to be waived due to the need for Nancy to assist students with PO. Ordering the computer and having the software installed will take some time and it would be important to have the equipment ready by the beginning of the semester.

Brian motioned and Mathe seconded to waive the first reading. Without discussion, the first reading was waived 7-0-0.

Discussion on Second Reading

Kate stated that only two quotes were obtained as CIT only supports these two systems. There is a 3 year warranty and the differences in prices is due to Dell being on state contact that is extended to Student Association.

18-0910, Second Reading, passes 7-0-0

17-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE allocate \$1,000.00 from Budget Increases, Account 1099 to Latino Student Association, Account 1912 in order to fund hip-hop artist Blitz the Ambassador to perform at Geneseo Late Knight on August 29th.

First of Two Readings

Reading was tabled.

18-0910: BE IT RESOLVED THE SA EXECUTIVE COMMITTEE allocate \$1,000.00 from Budget Increases, Account 1099 to SA Programs, Account 1002 in order to cover the expenses associated with Blitz the Ambassador.

First of Two Readings

Reading was tabled.

Open Discussion

None

Adjournment

Meeting adjourned at 12:37pm.

Respectfully Submitted,

Kate Rebban
Recording Secretary