

Student Union Board of Governors

Formal Meeting Minutes

Monday, October 6th, 2014

S.U. 304

4:00 P.M.

I. CALL TO ORDER

Matthew Murray called the meeting to order at 4:03 PM.

II. CORRECTION AND ACCEPTANCE OF MINUTES

Jillian McCarthy moved to accept the minutes from last meeting on September 22th, 2014; Brendon Field seconded the motion and the minutes were passed.

III. OPEN DISCUSSION

IV. OLD BUSINESS

A. Amend Prep #44 UConn Football NYC Trip

Chris Ambrose moved to amend Prep #44 UConn Football NYC Trip; Jillian McCarthy moved to second the motion and it was amended.

V. NEW BUSINESS

A. Prep #62 SUBOG S'mores and Campfire

Yezmin Crespo-Ardorno moved to pass Prep #62 SUBOG S'mores and Campfire; Chris Ambrose seconded the motion and it was passed.

B. Prep #63 Committee Shirts

Yezmin Crespo-Ardorno moved to pass Prep #63 Committee Shirts; Jillian McCarthy seconded the motion and it was passed.

C. Prep #64 Homecoming Tailgate

Tiffany Chen moved to pass Prep #64 Homecoming Tailgate; Jillian McCarthy seconded the motion and it was passed.

D. Prep #65 Step Afrika

Jillian McCarthy moved to pass Prep #65 Step Afrika; Brendon Field seconded the motion and it was passed.

E. Prep #66 Trick-or-Treat

Jillian McCarthy moved to pass Prep #66 Trick-or-Treat; Brendon Field seconded the motion and it was passed.

F. Prep #67 Emily Danforth

Jackie Lombardi moved to pass Prep #67 Emily Danforth; Brendon Field seconded the motion and it was passed.

G. Prep #68 What's Poppin' SUBOGers?

Yezmin Crespo-Ardorno moved to pass Prep #68 What's Poppin' SUBOGers?; Chris Ambrose seconded the motion and it was passed.

H. Prep #69 Pumpkin Decorating Contest

Yezmin Crespo-Ardorno moved to pass Prep #69 Pumpkin Decorating Contest; Brendon Field seconded the motion and it was passed.

VI. REPORTS

PRESIDENT

Matthew Murray – I brought up the Daily Campus thing but I wanted to run it by you all. If you have any questions about it come up to me and ask. If you don't agree with it say no to the prep. Also, when you're saving amended preps into the unapproved folder make sure you give it the appropriate title to indicate that it is in fact an amendment. This helps limit confusion. Also, include the date that you amended it. The reason for this is because in the unapproved folder right now we get preps that are for the next formal meeting and sometimes there are preps left over. That's all I got, keep being great and creative!

VICE PRESIDENT/ Programming

Jackie Lombardi – I was going to bring it up but Matt already touched upon the amendments. Last week I sent an e-mail in regards to event evaluations. Some of you have not done an event evaluation yet. The link to the Google Doc is in your folder on a pink sheet. Make sure you are filling those out, they are important for you and future programmers. Another paperwork reminder – when submitting a prep it is due by noon the Tuesday before a formal meeting. I have our time capsule letters which are from last year's board providing with some motivation. You guys have been doing great.

VICE PRESIDENT/ Policy

Johan Tejada – Policy met last week and were able to pass two legislations about what music is playing in the union. Monica is having two students listen to WHUS at that time and make sure the station is appropriate, and provide any additional feedback. The second legislation we passed will help people from different organization upload pictures from events, or advertisements for their events to the screens on Main Street in the Union. People will be able to see what different organizations are doing around campus. We only have about 3 meetings left this semester.

VICE PRESIDENT/ Outreach

Samantha Orchowitz –After filling out outreach form send an email to subogatuconn@gmail.com. Be descriptive when filling out form. Include twitter handles, websites, videos that are useful for advertising. Outreach will be responsible for helping to advertise your event but feel free to create a Facebook page if you'd like. We need you to submit those forms so we can help you.

VICE PRESIDENT/ Finance and Administration

Mike Gwiazdowski – The Kevin Hines turnout was wonderful. Professional Development Conference is still accepting registration. I will be sending out an email about expense logs which will hopefully clear up any confusion there may be about them. If you have any budget related questions please feel free to reach out!

COMMITTEE REPORTS

1. **Nicole Baker** (Comedy) – Last comedy show went really well. We are definitely starting to get the hang of running the events. We have 3 more shows and we are starting to sift through comedians for next semester.

2. **Brooke Wasserman** (Concert) – The concert is coming up. Please invite people to the event page. Krista just did and had a bunch of people join. Thursday night we will be chalking late that night for Friday's event which is the caravan. I'll send out more details about that. It should be from 1115-1130, look out for that email.
3. **Stephanie Sales** (Daytime Programming) – Not in attendance.
4. **Grant Miner** (Film) – Outdoor movie is the 18th. I'm pushing back the Robin Williams movie marathon so I need to amend a prep for that. Other than that movie sales are going well.
5. **Brendon Field** (Fine and Performing Arts) – FAPA had our first open mic and it went super well. Next one is on Tuesday the 21st in the Bookstore. Be careful when you are saying where events are taking place, people, including performers, have been misinformed. Murder mystery is going well for the 23rd and I just sent in a prep amendment for that because catering costs are a bit more than anticipated. Please come, free food, and free show.
6. **Krista Contaldi** (Lecture) – Our committee is looking at who we could bring for the end of this semester, and then we will be looking into possible lecturers for the Spring Semester.
7. **Tiffany Chen** (Major Weekends) – Homecoming is a few weeks away. LipSync and parade are full board events and we will need everyone to be there. Breakfast will be served so be there around 10 am to help set up and eat breakfast. Lip sync is October 29th and starts at 8pm. This year we are incorporating a new ticket system so as students come in they will be scanned throughout the evening. Please be on time to keep everything running smoothly. My committee will be chalking about balloting for homecoming royalty. Another advertising event is painting the rock and I want to invite the board to come on the Thursday before homecoming week at 5 pm. We will be painting the North rock. Please join if you want, I'll be sending out an email. Voting is happening so please vote for homecoming king and queen and stop by at my committee's table on Union Street.
8. **Joseph Rosa** (Marketing and Promotions) – I've been sorting through quotes I've gotten from different companies for gimmicks. We're going to do 500 black headphones and someone brought up an idea about 500 pink, but instead we're going to do 500 navy blue. That was an idea brought up by one of my committee members who's been working hard and doing a great job.
9. **Yezmin Crespo-Adorno** (Recruitment & Retention) – Working on future preps and I am going to start promoting the SUBOG s'mores event.
10. **Stephen Foran** (Social Media & Communications) – Kyle helped me fix the Facebook account on Hootsuite so now that is up and running well. Something I want everyone to think about doing is try to keep track of how people are hearing about our events. Keeping a tally of poster, word of mouth, social media, would be really beneficial for us moving forward.
11. **Jillian McCarthy** (Special Events) – Saturday October 18th is the Haunted Maze. Grant will host an outdoor movie that night, the Daily Campus will host a table there and will be doing letter art stuff, where you can cut pictures magazines and make a collage. They will be doing a social media contest as well. There is lots of security involved. The event starts setting up at 9 am on Friday, even though it doesn't start until 6 pm on Saturday. We need student

volunteers to sit outside the maze at South Quad to tell people not to go in there. So I know that the 17th is the day of Brooke's event and it is First Night but if anyone chooses not to go to either and want to volunteer let me know! Homecoming carnival is 1-5pm at South Quad. It is an all board mandatory event. It takes a lot of time to clean up and you guys will all be helping and it will go until about 6 pm. I need you all there the entire time.

12. **Chris Ambrose** (Sports Promotion) – It's a little over a week away from my Senior Day event. I have some posters for the football roadshow to Yankee Stadium and tickets go on sale on Wednesday.
13. **Quian Callender** (Travel) – The Boston trip was Saturday and the Six Flags trip is October 18th. Tickets go on sale tomorrow online and at the ticket booth on Wednesday at 12pm.

USG Report: Not in attendance.

Advisor Reports:

1. Brycen Waters – No report.
2. Em Loisel – No report.
3. Jessica Gerum – I have a mall update for everyone. You can reserve it now and each reservation will be looked at individually and will be determined by someone on campus that will tell you yay or nay. Come spring time the Student Union will approve or deny request. One of the big things that will come out of it is the grass will need to breathe in between events. Because of that, back to back events may not happen. If you want to do an event for spring, make sure you send in a request right away. For all going to NACA, you're going on behalf of SUBOG. When you're looking into programs bring back ideas for other committees for the spring semester. Don't plan so far into spring semester because you might find great ideas for spring. I think you all stepped up your creativity and we have so many exciting events for October and Homecoming.
4. Kyle Neary – I want to reiterate what Jackie said- fill out all of your paper work. There are guides if you are unsure how to do so. Fill them out accurately and fully. Please make sure you're putting them in the correct locations. We had a few purchase requests bypass Kaylyn and were not encumbered for Mike. Make sure you put them where they need to go so we can track them efficiently. You all have a ton of fun events and its becoming a hectic part of your semester but make sure you take a moment to realize all the fun things you guys are putting on for this campus. Homecoming is looked at by all of campus so enjoy it and happy fall!
5. Eric- Please come by my office to say "Hi"!

VII. SUBOG CUP

The SUBOG Cup was awarded to Jillian McCarthy by Krista Contaldi.

VIII. POINTS TO THE GOOD OF THE ORDER

VII. ADJOURNMENT

Chris Ambrose moved to adjourn the meeting; Brendon Field seconded the motion and the meeting was adjourned at 4:49 P.M.

Respectfully Submitted:

Mike Gwiazdowski