

Student Finance Committee Meeting Minutes

August 31, 2020

2303 C.B. Hedgecock Building

- I. **Call to Order**
 - a. Meeting called to order at 5:01 p.m.
- II. **Public Comment**
 - a. No public comment
- III. **Approval of Agenda**
 - a. *D'Mario* motioned to approve the agenda
 - *Emily* second
- IV. **Approval of Minutes**
 - a. *Emily* motioned to approve the 02/24 minutes
 - *D'Mario* second
- V. **Chair Report**
 - a. ***Sammi Metcalf*- Chairperson**
 - I hope the semester is going well for everyone so far! Currently, SFC has \$84,623.16 in our discretionary fund to give out to students. If you guys know of any student organizations that have any ideas or anyone that might be interested in joining, send them our way. Also, 10 day numbers will be 20 day numbers this semester with the withdrawal date being pushed back.
- VI. **Advisor Report**
 - a. ***Kash Dhanapal*- Faculty Advisor**
 - As we are talking through the budgets that are being presented, please keep in mind that students pay this money and if we have leftover money at the end of the semester, we are taking money away from students and not spending it on them. As always, spend responsibly, but know that any leftover money is money that won't be given back to the students.
- VII. **New Business**
 - a. **Culture Shock Film Society**
 - *Hunter McArthur (CSFS President)*: Culture Shock Film Society is an organization geared towards spreading our love of film. We put on showings of artistically, socially, and culturally important films. For example, one of the films we currently have scheduled this semester is *If Beale Street Could Talk*, which is prevalent with the protests and Black Lives Matter movement. We also want to show movies that are fun and ones that are fitting to different holidays and events on campus, like the Gender Fair. It's important to show these films because they allow us to see things from a different perspective. On our budget, the subtotal is \$3,367. That includes the rights, which are the most pricey, as well as the Blu-Rays, promotional fees (\$400 for two runs of posters), and the cost to rent out Jamrich 1100 for a showing of *E.T. the Extra Terrestrial* with Campus Cinema before Halloween. The reason why we're doing that is to not only network ourselves, but also because last semester we did a showing of *Close Encounters With the Third Kind*, which had a far greater attendance than any other showing we had previously done. Plus, with COVID, we wanted the option for more spread out seating. Our attendance typically goes anywhere from 5-10 people, which is a good thing with the new conditions, but we did get a lot of new interest at this year's Fall Fest for people

who are interested in joining or even just coming to some showings. Our typical venue sits 20, so we should still be able to hold showings in that space this semester.

- *Emily*: So have you guys moved from 2701 West Science?
 - *Hunter*: No, we are still there! We just have the one showing in Jamrich 1100 with Campus Cinema. We wanted that bigger space since Close Encounters With the Third Kind did well and this will be a similar style of movie.
- *Emily*: With COVID in mind, are you or anyone going to be making sure people are following CDC guidelines?
 - *Hunter*: Yes, absolutely. That's one of our biggest priorities. Again, that's why we wanted to rent out Jamrich 1100, in order to get as much social distancing as possible. Masks will be required and we will be sanitizing after the showing. I myself personally bought wipes and am willing to wipe everything down myself.
- *Sammi*: Are you prepared to handle more people than expected in your normal space in West Science?
 - *Hunter*: We don't currently have a plan in place, but if there was a movie we thought was going to have more interest than others, we could always hold two showings. It will depend on feedback I hear on social media and after I send out my email list though. The most we've ever had in one room though was 18 people, so I'm not expecting that to come up.
- *D'Mario*: With your collaboration with Campus Cinema, are you guys going to be splitting the cost of renting out Jamrich 1100?
 - *Hunter*: We are paying the majority of the costs. Our collaboration with them is more so geared towards the amenities they offer, like concessions, as well as promotional purposes.
- *Emily*: I understand that Culture Shock is fairly new. Congratulations on your Fall Fest turnout though! About how many people do you think showed interest?
 - *Hunter*: Currently, we have 6 people who are part of the club, but we had 20 more people sign an interest list for both the showings and joining. SO, we're looking at a max of 26 people possible.
- *Kash*: Your plan for cleaning- is that something you came up with or are working with custodial on?
 - *Hunter*: I came up with the plan. I'm fully prepared to pay for the cleaning wipes. I really care about this club so I don't mind spending the money on the cleaning supplies. If you would like me to contact custodial services, I can do that.
 - *Kash*: I think you should, and the reason is less about the work that goes into cleaning and more so about your own safety. I think it may be a better idea for you to get into contact with custodial. It should be included in your rental fee for Jamrich 1100.
- *Kash*: What will the plan be if we go online and you are not able to hold showings anymore?
 - *Hunter*: That's what happened to us last year, and actually all the companies that we work with gave us refunds. So as long as I contact them in time and tell them about the cancellations, we can get our money back.
- **SFC Deliberation:**

- *Emily*: With 11 showings per semester, and 5-10 people per showing, on the low end of 55 people in a semester watching the movies, it's \$61.22 per student. At the high end of 110 people in a semester, it's \$30.61 per student.
- *Sammi*: With the increase in interest at Fall Fest, we may be looking at the higher end of that.
- *Emily*: I do think that if we pass this budget, we should let him know that if the sanitation does cost money, we can help to reimburse him.
- **D'Mario motioned to approve the budget in full**
 - i. **Emily second; passes unanimously**

b. Special Events Committee

- *Anna Watson (Special Events Coordinator)* : One of the things that our committee was trying to do this year was to collaborate more with outside groups. One that we picked was Campus Cinema, and we were going to pair with them to show an outdoor movie. So, it's going to be Saturday at the end of the Homecoming week, the 26th [of September] and we're going to be showing 8 Mile. We agreed to pay for the production aspect of the showing, like the projector and other AV equipment if they paid for the movie. I attached the quote we got from AV, which says that it'd be a little over \$3,000, and then we figured there would be some money towards promotional things as well.
- *Emily*: With it being an outdoor event, are you guys prepared to either reschedule or have tents or anything up in case of bad weather?
 - *Anna*: I think we would reschedule, since that's what Campus Cinema is doing right now.
 - *Emily*: Do you have an idea of what that estimated date might be?
 - *Anna*: I don't right now, no.
- *Kash*: Campus Cinema has already been showing movies, so there is a projector that they're already using. Why are you guys buying another projector?
 - *Anna*: I think we're just renting it from the same people [as Campus Cinema], it's just that we are paying for that specific showing because I think they pay per movie.
 - *Kash*: So the \$1,200 is a rental cost?
 - *Anna*: Yeah, that was the quote given to us.
 - *Kash*: Who does the projector belong to?
 - *Anna*: From what I understand, the projector is rented or purchased by AV here at Northern, and we go through them.
- *Emily*: So just to be clear, AV told you specifically that the projector alone was going to be a \$1,200 rental, and the rest of the request is the total for additional AV services?
 - *Anna*: Yes, but also \$75 for Public Safety services.
- **SFC Deliberation:**
 - *Kash*: The numbers she's describing must be accurate because they would never let it come out of the Center for Student Enrichment with inaccurate numbers. I remember when Campus Cinema did the showing of JAWs in the pool, they needed that special lens for the projector so that it wouldn't fog up, and that alone was around \$600. So I know that these things get expensive quickly, that number just seems high for a rental cost.
 - *Sammi*: Something I think is fair to add is that I haven't seen Sarah around campus and I did try to ask her twice since the end of July for justification on the breakdown of costs and I haven't heard anything back.
 - *Olivia*: Another thing is that this is just an estimate, so it could change.

- *Sammi*: It is a situation where if there is money leftover at the end of the semester, it is money we could absorb and put back into general student use.
- **D'Mario motioned to approve the budget in full**
 - i. **Eli second; passes unanimously**

c. Campus Cinema

- *Sarah Kendall (Campus Cinema Treasurer)*: I'm still not 100% sure of all the numbers in this budget, since they are fluctuating. We are requesting aid in helping with the AV costs and tent, as well as advertising and professional services, which we're still waiting to hear numbers back on. We also had to get a special projector that reaches the distance it does now. Also, because of COVID, we added showings during the week, so we're asking for help covering the additional fees.
- *Kash*: Is the projector rented or purchased?
 - *Sarah*: Rented.
 - *Kash*: Could you tell us that rental cost per use?
 - *Sarah*: I haven't received the bill on that yet, so I'm not sure of that cost.
- *Emily*: So you haven't received finalized numbers from anyone yet?
 - *Sarah*: Exactly. We don't receive final numbers normally until the end anyway.
- *Emily*: By professional services, does that include just Public Safety?
 - *Sarah*: Electrical. The lights at the Dome are on automatic timers, so I believe it was \$75 for 4 hours that we have to pay to have them turn the lights on and off at a different time.
- *D'Mario*: What do you guys characterize as group expenses?
 - *[SFC received a copy of the budget that had a cost listed under group expenses, whereas Sarah had a different cost listed on her updated budget. A copy of the updated budget was emailed to Sammi and projected to the committee during the meeting]*
- *Emily*: For your contribution of \$5,000, is that from your allocated friends you receive from the student activity fee?
 - *Sarah*: We received an email saying that that was money we were being given back [per the EFG meeting].
- *Kash*: Can you walk us through what would happen to your regular showings if we don't approve this budget? What would that look like?
 - *Sarah*: As of right now, because of COVID, we got a deal where if we show 30 or 32 movies this semester, they would charge us about \$900 per movie.
 - *D'Mario*: How many shows are you planning on having?
 - i. *Sarah*: Right now, we're booked for about 25 for half of this semester. That includes Jamrich 1100 showings and outdoor showings.
 - ii. *Emily*: The budget you're requesting today, how many showings does it include.
 - iii. *Sarah*: This is for 30-32 movies, including ones we've already shown.
- *Kash*: If we give you this funding, does that mean that you'll have the ability to fulfill your entire contract with Swank?
 - *Sarah*: Yes.
- *[The updated budget was projected, and costs were read out loud to confirm everyone was looking at the same numbers. Campus Cinema's total request came to \$17,000]*
- **SFC Deliberation:**
 - *D'Mario*: So their contribution comes from what?
 - i. *Kash*: Their allocation from the student activity fee as an EFG.

- *Olivia*: Are they allowing the public into these showings?
 - i. *[After a conversation about the safety of students, the committee decided that they wanted to consult with Sarah further. She was called and the following conversation took place]*
 - (a) *Sammi*: We were wondering if there is a plan in place right now to deal with members of the public that show up to these movies?
 - (i) *Sarah*: In terms of keeping track of how many attend? We'll be utilizing The Hub eventually to keep track of who comes
 - (ii) *Sammi*: That's a good point, but also in terms of how you guys are handling it with COVID.
 - (iii) *Sarah*: Since we're doing it on The Hub, we will have a record of the first and last names of everybody that comes, so if anyone were to discover they had COVID, we were told that we would be contacted about that as part of the contact tracing process.
 - (iv) *D'Mario*: Does The Hub track public attendance as well?
 - (v) *Sarah*: If they're not a student, we'll be taking names and emails at the door. They can also buy tickets off of the NMU ticketing site, which keeps track of their names.
- *Kash*: So if anyone shows up to these movies, we will have their info and be contacted if they do go to get tested and it comes back positive. That information has to be disclosed to the health department.
- *Emily*: I would personally request a breakdown of the costs, as soon as they are able to get those. As far as the public issue, I would prefer that they prioritize students, and possibly limit the amount of public that can come in.
- **Emily motioned to approve the budget by line item**
 - i. **Eli second; passes unanimously**
- **Emily motioned to approve line item 7140 (Building Rental) in full of \$12,000**
 - i. **passes 3:1**
- **Emily motioned to approve line item 7163 (Advertising) in full of \$1,000**
 - i. **passes 3:1**
- **Emily motioned to approve line item 7192 (Professional Services) in full of \$4,000**
 - i. **passes 3:1**
- **Emily motioned to deny line item 7340 (Group Expenses) in full of \$2,000**
 - i. **passes unanimously**
- **Emily motioned to approve the budget in full of \$17,000 giving that Campus Cinema sends a CSE-approved COVID action plan to Sammi before funds are granted**
 - i. **Olivia second; passes 3:1**

VIII. **Old Business**

- a. No old business

IX. **Good of the Order**

- a. No good of the order

X. Adjournment

- a. *Sammi* adjourned the meeting at 6:22 p.m.