

SFC Minutes

EFG Review

November 2nd, 2020

Virtual Zoom Meeting

- 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; passes unanimously
- IV. **Approval of Minutes**
 - a. *Emily* motioned to approve the 09/28 and 10/05 minutes
 - *D'Mario* second; approved unanimously
- V. **Chair Report**
 - a. ***Sammi Metcalf*- Chairperson**
 - Currently this semester we should still be standing at \$65,516.38. Closing out the semester, I am almost done organizing the [SFC] files. It'll be nice for future reference where when we have budgets from student organizations, I'll be able to go back and look at the files for previous events and those records, whereas before it was too jumbled of a mess to do so. Also, I've been working with EFGs on getting their end-of-the-semester meeting. We will touch more on that at the end of the meeting.
- VI. **Advisor Report**
 - a. ***Kash Dhanapal*- Faculty Advisor**
 - We only have a few weeks of school left. Please keep up doing the good work of following the COVID rules. Especially now, please don't go to any parties, please don't host any big parties. Those are not things you want on your student record. If you know of other people who are doing those things, please ask them to stop. Things are ramping up and I imagine the first party I catch will likely result in suspensions.
- VII. **New Business**
 - a. **Student Psychological Association: Can Drive**
 - *CJ Maresh (President of Student Psychological Association)*: Hello everyone. My budget being proposed for our can drive. How this is going to work is we're going to have an on-campus component and an off-campus component. With that on-campus component, we're going to have cardboard boxes set around the university outside of different offices and near the bulletin boards with a poster on it describing that people can donate aluminum and plastic bottles and we're going to donate them. Half of the proceeds from the whole event are going to The Warming Center, and then the other half will go to the Student Psychological Association. For the off-campus component, we're actually gonna be going to people's houses and they're going to drop cans off for us in plastic bags. Obviously with the on-campus component, as long as people follow COVID guidelines and maintain that 6-foot distance, we shouldn't have any problems there. We're also going to be incorporating Covid-safe procedures off campus. So, we'll

be having them drop the cans on the ground so we can pick them up, or just have them not be there when we go to get the cans. We're going to try to be as safe as possible with this and that is also part of my budget. As you can see, with the office supplies, that \$55 is accounted for by all the cardboard boxes we need in order to put them around campus. We also have the event supplies, which is the gloves as well as the bags we need in order to bag up all of the cans. We'll also be using antiseptic wipes for the boxes. I believe that is everything!

- *D'Mario*: Are you going to have people sign up for the off-campus portion?
 - a) *CJ*: Yes. So, most of the off-campus component will be focused in the psych department. So we're going to send an email to everyone in the psych department asking them if they want to sign up on a Google form. If that gets a good turnout, we'll send an email out campus-wide to as many people as we can. It will also depend on how much labor we have to go pick up the cans. So we're kind of playing that part by ear for now; it'll change as the situation evolves.
- *Emily*: Are you going to have a record of all volunteers and also all of the houses you go to due to contact tracing?
 - a) *CJ*: Yes! So as far as the volunteers for the event go, it's only going to be within the E-board and there are six of us and we're going to try to keep that list as short as possible. I will get you a list of those names just in case there is a contact tracing situation, but yes we are just keeping it within our organization.
- **SFC Deliberation:**
- *Sammi*: I got emailed this budget, I didn't get a chance to talk to CJ about specifics on how SFC funding works.
- *D'Mario*: I thought it was reasonable.
 - a) *Emily*: I did too. My only concern is that it's not really an event where students can come get involved, it's more of a fundraiser.
 - b) *D'Mario*: They're doing on-campus boxes, though.
 - c) *Emily*: Yes, but it's more of a fundraiser. I've never seen us fund something like this.
- *Kash*: This is the first time in two years that I've seen a group come and ask for money to put on a fundraiser. They're asking for very similar things that other groups ask for. We could ask to be repaid the amount that we give.
- *D'Mario*: So this would be a donation?
 - a) *Kash*: They're asking money to raise funds, some of which would go to an off campus organization and some of which is being retained and used by their student organization.
- *D'Mario*: Are we allowed to fund fundraisers for orgs?
 - a) *Emily*: I don't think there's anything that says we can't, but the whole point [of SFC] is to fund events that benefit students and give them something to do, and this is only benefiting one organization.
 - b) *Sammi*: This would kind of fall under Section 11 Subsection F. It's not an activity as well.
 - [Section XI Subsection F: The request is for scholarships, gifts, raffles, prizes or monetary awards for the advisers, members of the

organization requesting the funds or participants in the activities funded through the request]

- *Olivia*: Maybe the reason why they're coming to us to fund this is because they can't hold an actual event right now, so they're raising money for when they can.
 - *Emily*: If they want to request money for an event though, they could just come to us and request money for that, not request money for a fundraiser. We've funded organizations that aren't big on campus before and they still host events and people still come to them. I just feel like if that was their intention, they should have come to us and requested funds for an event.
 - *Gab*: So they're essentially looking for money for office supplies, event supplies, and printing. It is only \$130, but it is a fundraiser.
 - *D'Mario*: If they're able to raise money and put on an event with said money, then it's reasonable, but if we're just donating to The Warming Center and a student org, I don't think that's what we're supposed to be doing.
 - *Sammi*: If you go through our working policies, under the funding of profit-making ventures, it says how all money raised in connection to the student discretionary activity fee funded events must be returned to the student discretionary activity fund. Any organization fundraiser then cannot use SDAF money if the group wishes to retain the profits. This is also true in the case of partial funding of a fundraising program. So if they only wanted to do a little bit of a fundraiser for their group, they could do it by hosting an actual event with public ticket sales and requesting some of the ticket sale money back.
 - a) *D'Mario*: The part you just read about fundraising, doesn't that mean that according to our bylaws, we can't approve this?
 - *Sammi*: Basically because this is just a straight fundraiser at this time. If they were to hold an event and make money from the public, they could always request that money back from us afterward.
 - *Gab*: Since these things are office supplies in a sense, you can go to Walmart to buy these things. It's only \$130, so couldn't they divide that up between their members? I don't know if anyone agrees with me on that, but it does just seem like small miscellaneous items.
 - a) *Emily*: They would have to pay us back that amount too. Even if we do pass it, and they don't make the money back, it's a lose lose situation for everyone.
 - b) *Kash*: They would have to collect over 1,300 cans and bottles in order to break even.
 - ***D'Mario* motioned to deny the Student Psychological Association's budget in full based on Article XI Subsection A**
 - a) Article XI Subsection A: The request does not meet one or more of the provisions set forth elsewhere in the document
 - b) ***Emily* second; passes unanimously**
- b. Alpha Psi Omega: Entertainment Industry Speaker Series**
- *Sophie Sam (Vice President)*: Alpha Psi Omega is a theatre honors society on campus. We are looking to do a set of three Q&A master classes with professionals in the entertainment world. This will be taking place in the second semester on February 11th,

18th, and 25th. This will be with Danielle Feinberg (who is the Director of Photography and Lighting at Pixar), Cary Elwes (a well-known actor who was in Princess Bride and Robin Hood: Men In Tights, among other movies), and Ruth Carter (an Academy-award winning costume designer, who most recently worked on Black Panther). We've been working within the theatre and dance department to get this coordinated through Bill Digneit, the Department Head. We think this would be a really exciting and cool opportunity next semester, especially with how few events there have been this year. These would be moderated Q&As over Zoom, so someone from APO would ask a mix of questions from our own organization and the student population as well.

- *Emily Kendall (Secretary)* [hereafter referred to as Emily K.]: For our budget, the big chunk of \$16,000 is for the three speakers. We got a nice little package deal so they all come together from the same place and that's why we were able to get that deal. We only have \$100 for advertising and \$100 for printing as well, just so that we can post on campus as well as online. We have \$1,800 for AV services as well, for the course of the three different events. The budget itself is pretty straightforward I feel. We're just super excited about this event!
- *Emily*: Just to clarify, the dates are the 11th, 18th, and 25th?
 - a) [There was a discrepancy between the written budget and spoken budget]
 - b) *Sophie*: We do have the 25th, but these are all subject to change, as we're still in the negotiation phase and contracts haven't been signed.
- *Emily*: Can I please get a little more detail on the AV part of your budget? Because if it is on Zoom, what is necessary for the audio visual in the sense that everyone will be virtual?
 - a) *Emily K.*: That was more of an estimation. Bill and I have been communicating and didn't get an actual number from AV by the time we wanted to submit this. So that was an estimate taken from stuff done before
 - b) *Sophie*: I think another part of that cost will be that we'll need the big webinar account setting for zoom, which costs a fair amount of money. There's a certain cost per day to use that too. I believe it would also entail someone from AV being on hand in case there are any technical difficulties we need to work out.
- *Kobie*: On the budget here, it says you guys are expecting about 80 people. Is that for the entirety of the three days, or 80 people for each event?
 - a) *Emily K.*: That 80 was referring to previous events we had done.
 - b) *Sophie*: Yeah, we would anticipate for this specifically there would be significantly more than 80 people per.
 - c) *Kobie*: Do you guys have a number, more specifically? Would you say over 100 per event?
 - d) *Sophie*: Yeah, I would say probably closer to 200-500 per event because it'll be a different person each night.
- **SFC Deliberation:**
 - a) *D'Mario*: I'm sold!
 - b) *Sammi*: I think they'd definitely have at least 100 for their events, especially for Cary Elwes. For the previous speaker that Platform Personalities brought, astronaut Scott Kelly, had 100 people in person and 100 people over Zoom. I think the costume designer and the photographer would appeal to a group on campus as well.

- c) *Olivia*: I audited the last event that Alpha Psi Omega did, and they are pretty accurate with their numbers. They get the word out easy. Also, since Bill Digneit is involved, he is really adamant about growing and working on making the department welcoming to everyone who joins. The theatre program is pretty new, so he wants more opportunities to reach students. I think it would be really amazing if we did approve this so he could get that opportunity as well.
- d) *Kash*: This is up to you all whether you want to consider this or not, because technically I don't know if we would consider this to be a failure on their part yet. We are still waiting on W9s for the people who participated as performers in the Queen City Drag Show. So those people haven't been paid, and unless they act on it, we won't ever pay those people.
- *Sammi*: I think that could be a half and half situation.
- e) *Kash*: The person who organized that event is also graduating this semester and I don't believe she was a part of the group [Alpha Psi Omega].
- *Sammi*: She coordinated with them to host an event through them since she didn't have an active organization to work with. If this passes, it could just be an acknowledgement point for the auditor to talk with the group about.
- f) *Olivia*: They actually emailed me about the W-9 situation and I told her to check with Christine Greer in the Dean of Students Office, but I never heard back if they did or not.
- *Kash*: From there, it went to Christine, then it went to me, and then I responded, pointing them towards the W-9s and saying that we will not pay anyone without a W-9. As far as I know, we haven't heard anything since, a little bit of a week later.
- g) *D'Mario*: So they have the money, and they're holding on to the money that's meant to pay the performers?
- *Kash*: No, they were never issued any money. So no one has been paid and they never took the money. It just doesn't look good on NMU. We went out into the community and asked people who are marginalized in their day-to-day lives to come do something for students with the promise of pay. Now we haven't paid them and we also have not done contracts or W-9s either. But these are marginalized individuals who came to participate in something for Northern.
 - *D'Mario*: The W-9 is something the performers need to fill out?
 - *Kash*: It's something that the student organization is required to have the performers fill out and turn in to get paid.
- h) *D'Mario*: Was this Alpha Psi's responsibility?
- *Sammi*: It was someone outside of Alpha Psi in charge of handling these proceedings, so it wasn't Sophie or Emily or anyone else that's a part of Alpha Psi.
 - *D'Mario*: So there's nothing we can do to make sure they get paid, this is on her to figure out?
 - *Sammi*: We can have whoever audits this be sure to follow up on it. Or we could include a stipulation that until W-9s are filed, then funding

for this event can't be processed. If we were to reject or table this budget, it wouldn't come back to us until next semester since our next two meetings are EFG meetings, which would possibly inhibit the speakers. But yeah, that could be a possibility- to include a stipulation to make sure that's dealt with before the semester ends.

- i) *Kash*: Reasonably speaking, none of these people who they are bringing around this time will show up without signing contracts. They're not local performers. I'm not worried they won't do the contracts for this event, but it is my job to make sure any relevant information is brought up so I wanted you to be aware.
- j) *Emily*: My only issue with the solution you came up with Sammi is that there is the possibility that Alpha Psi is trying to get the W-9s, but it is up to the performers to give that information. So if we hold them liable for this and say that they can't get funding for events until those are turned in, and then the performers don't turn them in, that is punishing them in that aspect.
 - o *Sammi*: Yeah, I was just throwing a few options forward. Like I said before, we could always just have the auditor of this event remind them, that way it's not a stipulation, but more of a nudge.
- k) *D'Mario*: So, I'm confused. We funded an event that wasn't technically put on by Alpha Psi, it was put on by a student that went to them and said she wanted to put on an event?
 - o *Kash*: Alpha Psi partnered with the student to put it on, and she did most of the planning.
 - o *Sammi*: She used what resources were available to her at the time.
 - o *D'mario*: Okay, I was just confused about what that had to do with this budget.
 - o *Kash*: Alpha Psi put that one on too. We look at past practice to determine whether or not we fund an org.
- l) *Olivia*: I feel like it may have just been an issue of contact with the Queen City people, because everytime I contacted Anna [Morrison, the organizer of the Queen City Drag Show, alongside ALpha Psi], she would email me back within minutes. I don't think it should be a bad thing or the group about the W-9s.
- m) *Emily*: How is everyone feeling about this budget itself though? It is roughly \$18,000, so are we all feeling okay about it?
 - o *Sammi*: The only thing I may suggest is to increase the advertising budget a little bit, but if they did need additional funding, Kash and I can approve that on our own.
 - o *Emily*: They could also come back next semester if they need more.
- n) *Gab*: I think it's definitely a hefty budget, but the positive is that a lot more people will be drawn from different interests to the event. So that will drive up attendance, and I think it's definitely a good one.
- o) *Emily*: I like how they came in November too. It is mainly for the contracts, but that gives them almost three months of advertising and getting the word out. So I do appreciate that.
- p) ***D'Mario* motioned to approve Alpha Psi Omega's budget in full**
 - o ***Eli* second; passes unanimously**

VIII. Old Business

- a. No old business

IX. Good of the Order

- a. *Sammi*: Starting next Monday, we will begin doing EFG reviews. Last semester we did a different format where everyone reviewed the proposals individually, but this semester we will be meeting with our EFGs over Zoom. They have submitted preliminary end-of-semester reports to me. I will get the final reports at the end of the week, but will send out the preliminaries tonight so you can start familiarizing yourselves. Then I'll send out the final reports at the end of this week so you can see any changes made. Be sure to look over those and email me if you have any questions. The big thing to know is that EFGs have their allocations that are distributed through our funding, and they have carry forwards at the end of the semester. So, what happens during those reviews is that we're making decisions regarding if their allocation increases, decreases, or stays the same, and whether or not we absorb any carryforward. The groups mention requests of what they want done with those. So their reports will include those numbers and requests, as well as what they've done this semester and their history as an organization. So next Monday and the Monday after that [November 9th, November 16th] we will have a 1.5 hour long meeting with three EFGs in each. Next Monday, the meeting will go from 5:30 to 7:00, but the meeting on the 16th will be 5:00 to 6:30.

X. Adjournment

- a. Meeting adjourned at 5:54 p.m.