



Finance & Budget Committee

2018-2019 Meeting Minutes

Friday, April 19, 2019, 11:30am
HUB 314: GPSS Board Table

PRESENT:

Robby Perkins-High – Treasurer; Committee Chair, Evans School
Jasmine Chan - Budget Specialist, Staff
Varun Kao, GPSS Senator
Zhiyun Ma, GPSS Senator
Ted Cohen, GPSS Senator
Shane Schrader, GPSS Senator

NOT PRESENT:

Alex Thompson, GPSS Senator

GUESTS:

Ashritha Dsouza

Robby called the Meeting to order at 11:30am.

OVERVIEW

1. Call to Order

a. Approval of Agenda

Robby moves to make the time of Item 4 at 11:57, not 12:57. Varun seconds. No objections. Motion passes.

Jasmine mentions there will be no update from the School of Nursing and this item needs to be removed from the agenda.

Robby entertains a motion to remove. Varun so moves. Shane seconds. No objections. Motion passes.

Varun moves to approve the agenda. Shane seconds. No objections. Motion passes.

b. Approval of Minutes

Robby moves to approve the agenda. Shane seconds. No objections. Motion passes.

2. Special Allocations Presentation: Filipino American Student Association - Filipino Night



Presentation

Filipino Night is the yearly, flagship event hosted by the Filipino American Student Association (FASA) consisting of a play, dances, and performances. The event is run by students and planned by students. Revenue comes from selling food and raffle tickets for fundraising. This is their biggest event of the year for the Student Association and for the greater Filipino American community in Seattle. Members of FASA and their families from Western Washington attend the event that serves to bring the community together. Graduate student involvement is through the creation of the play. Graduate students in the College of Education whose research covers the decolonization helped with writing the play. GPSS Funds will be put toward the Kane Hall reservation. Items that grant funding does not cover will come from FASA's account. Revenue listed on the application does not include food sales, just ticket sales. The ticket pricing was increased by \$2 because last year, the event did not break even.

Varun inquires about the food sales estimation from last year. *Presenter* states this was \$1,223 last year.

Ted inquires if the ECC Diversity and ASUW special appropriations funds were awarded. *Presenter* points to the numbers on the updated spreadsheet they passed out. ASUW awarded \$1,500 of the \$3,000 requested. ECC Diversity awarded the full requested amount.

Shane seeks clarification on the advertising of the event. *Presenter* states that the event is open to the greater UW and will be advertised through posters, social media, word of mouth, stickers and buttons.

Robby clarifies about the ticket pricing. *Presenter* responds that there was a \$2 increase from last year, making ticket pricing \$12 at the door.

Robby inquires about the number of graduate students expected to attend the event. *Presenter* states that about 150 graduate students are expected to attend, as a lot of Filipino American graduate students come to the event.

Ted seeks information about contingency plans if the Committee does not fund or does not fully fund the event. *Presenter* states that they will take funding out of their RSO account.

Ted seeks confirmation that FASA is prepared to return 15% of net profits to GPSS to enable funding of future events. *Presenter* confirms.

Discussion

Robby provides an update regarding the Special Allocations Fund balance: \$3,230.50 remaining in the account with 8 presentations scheduled. There may be a few more, but not many. This leaves the Committee with a flat-rate funding at \$403.81.

Shane observes that FASA seems to be able to recuperate their spending needs through ticket sales, as this almost covers the cost of the Kane Hall rental itself. Maybe more than other groups, FASA has the ability to pay for the event.



Varun agrees with *Shane* and particularly with the additional \$1,200 from food sales, as estimated from last year.

Varun states that this is a primarily undergraduate-led event.

Ted observes that graduate attendance was up last year.

Robby is in favor of funding a small amount, but some amount, as the Committee has supported similar events in the past.

Shane inquires if Special Allocations funding can cover things like marketing and promotion. *Robby* confirms that is permissible.

Shane moves to fund Filipino Night at \$150 to fund posters and marketing.

Ted proposes a friendly amendment of \$250.

Shane accepts the amendment.

Varun seconds. No objections.

VOTE: *Varun, Shane, Ted, Zhiyun, and Robby* vote YES. *Jasmine* abstains.

Robby provides brief context regarding the School of Nursing change: The location of the event changed. We are currently waiting for updated information regarding the revised budget.

3. Special Allocations Revisit: Taiwanese Student Association - Night Market

Jasmine updates the Committee: Last week, the Taiwanese Student Association presented for their event Night Market. The Committee had three follow-up questions regarding the funding of the event and the graduate participation.

The following text is reproduced from the email exchange between the Presenter and *Jasmine*:

1. How much funding from the vendors is confirmed?
Confirmed, \$12,970
2. How much funding is secured from other sources?
From other sources, confirmed, \$8,350
3. What is the graduate participation in planning and/or execution of Night Market?
We have graduate students that are involved with the RSO as advisors and officers. We also have graduated grad students that we remain in contact with that also act as advisors and points of contact. These grad students offer TSA experience, whether they have remained in the RSO for a number of years or simply have been at the University longer. I referenced *Ted Chen* during the presentation as he has been involved with TSA since his masters through his



PHD. He gives TSA an annual “Ted Talk” giving advice about how to succeed as a whole, and because of the number of Night Markets he’s seen, gives advice whenever core officers are “stuck”.

Ted notes that it seems there is still a substantial gap between expenses and funding and inquires about what the ticket and registration budget value refers to. *Robby* states that vendors pay a set fee to run their booth at Night market. The budgeted number for revenues from this is \$32,000 and \$12,000 is confirmed.

Varun seeks clarification on whether ticket and registration includes food sales. *Robby* states that the vendors get all proceeds from food sales.

Ted states that the Taiwanese Student Association will just get more revenue as more vendors sign up. *Jasmine* clarifies that the Committee asked this question last week and learned that 20 vendors are currently confirmed and that the goal is to get 25-26 vendors.

Varun states that the charge is \$650 for each vendor.

Ted states that his initial impression is that the student group needs money to make the event happen, but that if the Committee awards, say \$500, he is still skeptical that the event will happen.

Robby states that the Presenter did not seem concerned about the event not happening. Last year, they netted even. There is definitely going to be a funding gap and it is up to them to figure that out.

Robby updates the Committee that we would be able to fund every Special Allocations scheduled applicant at \$440.

Ted moves to fund Night Market at \$500 for propane. *Zhiyun* seconds. No objections.

VOTE: *Ted, Zhiyun, and Shane* vote YES. *Jasmine, Robby, and Varun* abstain.

Robby informs the Committee that applications for Special Allocations funds has not closed, but given that the account is currently running low, the Committee can decide to close applications or continue funding until there is nothing left. Theoretically, there are events in May that could come in.

Varun inquires if there is a minimum funding level the Committee would want to fund every event at. *Jasmine* states that this is hard to say, as the Committee has not heard the presentations and therefore cannot make a determination on funding level.

Robby states that his opinion is to leave the application open. If the Committee receives late applications, *Robby* can ask for more funding from the Executive Committee or the group can be informed that there is no funding left. Theoretically, the Committee could move funds from the Departmental Allocations fund to the Special Allocations fund.



Ted is in favor of keeping applications open.

Robby moves to recess the Committee for 5 minutes at 11:55am. *Shane* seconds.

Robby calls the meeting to order at 12:00pm.

Jasmine informs the Committee that the next presenter will be 5 to 10 minutes late.

Robby proposes the Committee pre-read applications to develop questions beforehand to keep things brief when the student organizations arrive.

Varun states that the ticket sales amounts to \$12,000 for the Afro Caribbean Night and that the event requires \$9,000 of expenses. *Robby* states that there may be a liquidity issue in case the organization needs to pay for the Kane Hall reservation ahead of time. The event is probably happening, as the application was received on Monday and the event is on Sunday.

Varun observes that the Khmer Student Association (KhSA) estimates a discrepancy between pre-paid ticket and door sales. The ticket sales actually amounts to \$12,100, so the difference is \$1,100. *Zhiyun* states that the funding source list at the bottom of the budget spreadsheet estimates that the ticket sales will amount to \$10,000.

Robby states that the African Student Association (ASA) has a lot of sources that are To-Be-Determined and that the Committee should ask about the amounts from these sources to know what the funding gap is.

Varun returns to the KhSA ticket revenue and states that the minimum price for sales and ticket sales should come out to \$11,000.

Zhiyun states that this still makes the remaining funding need very low. *Varun* agrees and reiterates *Robby's* point from earlier about a room prepayment.

4. Special Allocations Presentation: African Students Association - Afro Caribbean Night

Presentation

Afro Caribbean Night is one of African Students Association's biggest annual event for the community and students. The purpose of the event is to highlight every African country to promote diversity and culture. For the community and Africans to see and have a voice on campus. The event consists of a fashion show, spoken word performances, and dance performances. This year, labor hours at Kane Hall have increased. Additionally, Kane Hall management was not allowing the organization to sell tickets at the door. Attendees can only get tickets by coming to Red Square or the HUB before the event. This is difficult for many of the attendees who are from the greater Seattle community of Africans that live in South Seattle and cannot come to UW campus during ticket sales hours. Last year there was an unrelated fight that happened in the same area as the door sales location. The policy change regarding door sales has further tightened the budget, because door sales is how ASA has typically broken even and made a profit on the event.



Zhiyun seeks clarification on the door sales ban and whether this applies to students and non-students. *Presenter* states that the ban is for any ticket sales at the door.

Varun states that based on the estimated number of people attending the event, the expectation is \$12,000 in ticket revenue. *Presenter* states that currently, ASA only has \$1,200 in ticket sales with the show on Sunday. The hope is that there is a last minute push for tickets.

Robby asks how short in funds is ASA today. *Presenter* states that they currently have between \$2,000 and \$3,000 and that Kane Hall is \$7,000.

Robby states that the maximum funding amount from the Committee is \$750 and inquires if the event will still proceed. *Presenter* states that the event will definitely still go forward, but the only option will be to push as hard as possible to increase ticket sales.

Varun requests an update on the amount received from other funding sources. *Presenter* states that ASA received \$1500 from HUB RSO, but that this amount can only be used for venues in the HUB, so this does not offset the Kane rental. ASUW awarded \$1,000. Wells Fargo awarded \$1,000.

Robby inquires if ASA is unable to make up revenue in ticket sales, where would funding come from. *Presenter* states that the funds will come out of their RSO's account.

Robby asks about the marketing and engagement of graduate students. *Presenter* states that no graduate students are running the event, but that they are advertising through their social media platforms. Earlier this year, ASA hosted a graduate student panel for the undergraduate population. ASA has reached out to these graduate students to network out news about the event.

Varun inquires if the timeline of funding is typically one where the last week works things out. *Presenter* states that in the past years, door sales made up for the remaining expenses.

Ted asks when Kane Hall informed ASA that door sales would not be permitted. *Presenter* states that this occurred 3 weeks ago.

Discussion

Ted inquires if Kane Hall allows other RSOs to charge door sales. *Robby* states he is pretty sure this is the case, if memory of other applications is accurate.

Robby states that he does not know how ASA will be able to cover their costs on the event.

Varun observes that there are a lot of things working against ASA: no door sales, HUB RSO cannot be used for the Kane Hall reservation, and low ticket sales.

Ted clarifies that they can use the HUB grant though. *Varun* states that the rehearsal rooms are included in the \$1,500.



Robby states that the numbers indicate that the funding gap is massive and the question here is if the Committee wants to contribute to the event.

Zhiyun notes that the graduate student outreach is not as impressive compared with other similar events, however likes that ASA is using the graduate-professional panel as a source for connection and community-building.

Ted states that the funding maximum for this type of event is \$500.

Varun wonders about the case that ASA hosts the event, it doesn't go well. *Robby* states that the Committee would still be funding the event, regardless of whether the event is as expansive as projected.

Varun notes that ASA did receive 3 weeks' notice regarding the policy change. *Jasmine* states that 3 weeks ago was Spring Break.

Robby states that the Committee maybe can fund at \$500 as there is a lot of structural issues against ASA. However, because the Kane Hall situation is unclear, it is possible for the Committee to make a statement about this by funding at a higher rate than normal.

Varun observes that ASA is in deficit of around \$4,300 for the Kane Hall reservation. Even with \$500 from the Committee, it is hard to understand how the difference will be made up.

Shane states that if the Committee does fund the event and the event does not go through, then the Committee gets the money back. Otherwise, the funding goes straight to their RSO.

Robby notes that the level of funding the Committee awards will be determining how much ASA goes into debt to finance the event.

Varun moves to fund at \$400. *Zhiyun* seconds. *Ted* offers a friendly amendment to \$500 or \$600 because this is a unique situation.

Varun withdraws his motion.

Ted moves to fund Afro Caribbean Night at \$550. *Shane* seconds. No objections.

VOTE: *Ted, Robby, Zhiyun, and Shane* vote YES. *Varun and Jasmine* abstain.

5. Special Allocations Presentation: Khmer Student Association - Khmer New Year's Show

Presentation

The Khmer Student Association (KhSA) is focused on sharing Khmer culture with the community and seeks to support cultural empowerment through identity. KhSA conducts community advocacy projects to raise awareness and visibility for their underrepresented status in their communities and in higher education. One effort is to secure Khmer



language classes at UW under a permanent budget line. Another effort through community networking outside the organization is in support of the Rising Seas Conference for high school Southeast Asian youth in Washington to encourage pursuit of higher education and provide a space for identity exploration. The New Year's celebration centralizes a lot of these goals and advocacy for their community. The Cambodian American legacy is rooted in the trauma of a 4-year genocide. The New Year Show helps bridge the gap between young and older generations and to celebrate the culture.

Ted inquires about how many graduate students are members of the organization or are involved with planning. *Presenter* states there are 15 graduate students from Education, Social Work, Pharmacy, and Medicine who come together to help plan and arrange decorations for the event. 10 are active. KhSA is a smaller RSO and the ratio of graduate students to undergraduate students is pretty sizeable with respect to all active members.

Zhiyun asks for KhSA strategies for recruiting more graduate students and reaching out to graduate students in general to attend events. *Presenter* states that through the advocacy work they do, they focus across communities and through multiple departments to build a platform to continue to bring more perspectives in. This is because the things KhSA advocates for are within a greater context.

Shane seeks a current estimate on pre-sale tickets. *Presenter* states that UW Students pay \$15 and the general public pay \$20. Currently, KhSA has sold around 150 to 175 tickets.

Robby seeks confirmation about the estimate of \$10,000 revenue in ticket sales. *Presenter* states that the Treasurer is not present, so the assumption is that this is an accurate estimate.

Varun notes that the HUB RSO funding has been awarded at \$1,000 and inquires if there is additional funding. *Presenter* states that they did receive the HUB RSO funding but that they have not received funding from other sources.

Ted inquires if the GPSS funds will go toward the HUB Ballroom Reservation. *Presenter* confirms.

Ted inquires if there are contingency plans if KhSA has a funding gap. *Presenter* states that they are working on a plan for this. The New Year Show is a big fundraiser, so they will put other efforts on pause to focus on this. Usually, some of their performers and dancers can participate in other shows to gain extra dollars.

Ted seeks confirmation on that KhSA is willing to return 15% of net profits to GPSS. *Presenter* confirms.

Zhiyun inquires about the size of the Khmer community on campus. *Presenter* states that there are about 0.23% of the 48,000 students on UW campus who are Khmer.

Discussion

Robby moves to extend time by 6 minutes. *Varun* seconds. No objections.



Ted observes that there is more graduate student involvement than most of the RSOs the Committee hears from. In terms of promoting a group that is underrepresented, he is inclined to fund at a higher level.

Shane expresses surprise by the small representation on campus and that with 10-15 graduate students actively involved makes this almost have of the Khmer graduate students on campus being involved.

Zhiyun likes this event, the community outreach, and the efforts to bring awareness to the small campus population. However, there is some skepticism when it comes to the KhSA funding need in terms of the current funding gap and projected ticket sales.

Robby notes that the Presenters were surprised by their Treasurer's ticket revenue estimate.

Shane states that 150 tickets of pre-sale, assuming this is all students at \$15/person, then there has to be at least 350 non-UW ticket sales.

Robby inquires about who is included in the non-UW amount. *Shane* states that this is the greater community.

Robby states that this is a high percentage of non-UW and expresses concern about using student fees to subsidize an event that is predominantly non-UW.

Shane reiterates that the Khmer student population is a small representation on UW campus and is willing to overlook high outside attendance because of this.

Shane moves to fund at \$500. *Varun* seconds. No objections.

VOTE: *Robby, Shane, Zhiyun, Ted, and Varun* vote YES. *Jasmine* abstains.

Shane moves to adjourn the meeting. *Zhiyun* seconds.

The Meeting was adjourned at 12:33pm.