



## Finance & Budget Committee

### 2019-2020 Meeting Minutes

Friday, February 14, 2020, 11:30am  
HUB 314: GPSS Board Table

#### PRESENT:

Shane Schrader – Treasurer; Committee Chair  
Becky Tran - Budget Specialist, Staff  
Danielle Brown, GPSS Senator; Committee Vice Chair  
A.J. Balatico, GPSS Senator  
Jared Canright, GPSS Senator  
Ted Cohen, GPSS Senator  
Terrence Pope, GPSS Senator

#### NOT PRESENT:

Simon Crean, GPSS Senator  
Julia Overfelt, GPSS Senator

*Ted calls the Meeting to order at 11:30 am.*

#### OVERVIEW

*Becky* gives each member an agenda, copies of last week's meeting minutes, Special Allocations Applications: Filipino American Student Association's Filipino Night, Micronesian Islands Club's Micronesia Night 2020, and Hui Hoaloha 'Ulana's Lu'au 2020 event.

1. Call to Order
  - a. Approval of Agenda

*Ted* moves to approve the agenda. *Danielle* seconds. No objections.

- b. Approval of the Minutes

*Danielle* moves to approve last week's minutes. *Terrence* seconds. No objections.

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

#### Presentation

This is their biggest annual event where they showcase Filipino stories and narratives through artistic expressions. It originally started as a talent show and evolved into a full on show production. This year, it will be a musical and retelling of Jose Rizal's story. The biggest cost for this event is renting Kane Hall. They're also putting in more money into



costumes this year because it's a period piece (but they understand GPSS cannot fund this). They do not profit from this event.

### **Questions and Answers**

*Danielle* asks about the graduate student involvement - both in regards to planning this event and how many are expected to attend.

*Presenter* answers that they have one graduate student involved in the production. They do not market to any specific group, so it is open to come and be involved. They say it's a part of their marketing process to get the word out for graduate students to attend.

*Danielle* follows up and asks if they have a plan on how to market to graduate students.

*Presenter* answers they intend to market through their HCDE graduate student, reach out to their respective departments to get the word out to their graduate student counterparts, and their marketing committee will target graduate students.

*Ted* ask if FASA has heard back from Wells Fargo and ASUW for funding.

*Presenter* answers they've heard back from Wells Fargo for \$298 and ASUW for ~\$100.

### **Discussion**

*Shane* informs the committee GPSS funded \$250 out of their requested \$750 last year.

*Ted* says they must have noticed that and made an effort to mention the graduate student involvement more during this presentation.

*Terrence* thinks they did not actually put in a lot of effort regarding the graduate student aspect in their presentation.

*Ted* agrees and remembers they only mentioned they have a marketing committee that is tackling the graduate student population.

*Terrence* thinks the event is cool, especially the musical aspect of it, but doesn't think much was said about reaching out to graduate students.

*Shane* mentions that it was good of them to use their own funding to invest in things like costumes that they would not get funding for otherwise.

*Danielle* points out that the funding they've claimed to have received so far, from Wells Fargo and ASUW, the amount funded is a lot less than their requested amount.

*Terrence* says that maybe their ticket revenue will add more to their budget funds than anticipated, it just won't be able to go towards renting Kane Hall.



*Danielle* wants to fund them because they do show financial need but their presentation wasn't well prepared nor did they explain the graduate student peice in a satisfactory manner.

*Ted* moves that we table this decision and ask them to reach out to their marketing committee and come back with their plan for reaching out to graduate students. *Danielle* seconds. No objections.

**VOTE: ALL vote YES. None OPPOSED. None ABSTAINED.** Motion passes.

3. Special Allocations Presentation: Micronesian Islands Club - Micronesia Night 2020

**Presentation**

This is their biggest annual event to showcase the Pacific Islander culture through dance. They bring in dance groups from different backgrounds to show the diverse dance variations between Pacific Islands' cultures. There are also vendors on the side of the stage selling food and exhibiting Pacific Islander artwork.

**Questions and Answers**

*Becky* asks if there are any graduate students involved in the planning process.

*Presenter* answers says that they are not sure on the planning side but two years ago, they had a Public Health graduate student who performed with MIC and also had an artistic vendor that helped with her graduate studies as well.

*Ted* says they have ticket sales, but are they also charging for food and other things that they give out at the event.

*Presenter* answers says no, it is all inclusive.

*Shane* asks if they have an estimate on how many tickets they have already sold.

*Presenter* answers they have not opened sales yet, but their ticket sales estimate is 200.

*Shane* asks if they have heard back from any other funding sources yet.

*Presenter* answers they received \$999 from the Ethnic Cultural Center.

*Shane* also asks about their poster sales - where will they hang these posters?

*Presenter* answers they will post them in the HUB.

*Ted* asks if GPSS does not (fully) fund the event, what is their plan?

*Presenter* answers that they do various fundraisers, from selling traditional Pacific Islander dishes, to volunteering at events that will in turn sponsor the organization.

**Discussion**



*Danielle* clarifies that MIC is not the same as a previous islander group we have heard from. Shane confirms that there are Microsnesian, Polynesian, and Pacific Islander groups.

*Ted* says that they are closer to having the funds for their room rentals.

*Shane* says they probably have the \$1,000 RSO funds. He also informs the committee that GPSS F+B fully funded them last year.

*Terrence* mentions that they are involved in fundraising efforts. And networking-wise, they are tapped into specific communities.

*Danielle* says that she would definitely fund something, but not the full amount. *Jared* agrees. *Terrence* agrees.

*Terrence* moves to fund at \$500. *Ted* seconds. No objections.

**VOTE: ALL vote YES. None OPPOSED. None ABSTAINED.** Motion passes.

4. Special Allocations Presentation: Hui Hoaloha 'Ulana - Lu'au 2020

**Presentation**

Hui Hoaloha 'Ulana means “a group bonded by friendship”. They’re a club that focuses on bringing the *aloha* spirit to the Pacific Northwest because there is a good amount of native Hawaiians living in the PNW now and those that are interested in the Hawaiian culture. The Lu’au is their biggest event of the year, and this year, they are trying to host 500 attendees. There are no graduate students directly involved with planning the event but last year they had about 130 graduate students and professionals attend. Their biggest budget line item is room rentals for the HUB and consists of 60-70% of their total budget. Last year, and this year, they had a high quality video recording system to film the event and live broadcast it back to family members Hawaii.

**Questions and Answers**

*Becky* asks how they tracked the 130 graduate students attendees last year.

*Presenter* answers that they did not run the event last year, but they will need to check with previous members. But believes they were able to track it because they comp graduate student tickets.

*Terrence* asks how they market and reach out to graduate students.

*Presenter* answers that they keep a running list of alumni, and the Ethnic Cultural Center also has a running list of every student from Hawaii that they spread this event to.

*Danielle* asks what percentage of the HUB rental have they already secured so far.



*Presenter* answers they have about \$1,000 from the HUB grant; about 10%. They have a surplus in their account that they can tap into, reaching out to their parents and family members for financial support, and donations.

*Shane* asks if they've opened up advance sales yet.

*Presenter* answers not yet, it is expected to go online about a month in advance. And they expect to see a higher turnout because they are discounting tickets for UW affiliated people by 20-25%.

*Ted* asks if they have made a profit off of this event in the past.

*Presenter* answers that last year they made between \$1,000-\$2,000 profit off this event.

*Ted* asks if they expect to make a profit again this year.

*Presenter* answers that they do not go into this event expecting to make a profit. Usually, they just about break even.

*Shane* mentions GPSS has a stipulation that if an RSO makes a profit on their event, that 15% of their profits, up to the max amount funded, will need to be returned to GPSS to promote the continuation of this program.

*Presenter* answers that they have no issues with this and have paid back GPSS in the past.

### **Discussion**

*Ted* points out that they mentioned reaching out to the Ethnic Cultural Center for their mailing list - this would be a good resource to publicize for all other cultural organizations as well.

*Danielle* says she likes that it's a big student run event and that it's a big taste-of-home event that will draw a lot of students to attend.

*Shane* thinks it's also notable that they are reaching out to their family for financial support with the event, especially since they are probably already supporting tuition costs.

*Ted* says they have good record keeping, seen through their precise numbers. *Ted* asks if \$600 seems reasonable.

*Becky* mentions that HUB prices have increased and they mentioned they only have a tenth of those funds. --- *Becky* informs the group that there is only one pending Special Allocations request. So far, we've used 51% of our funds.

*Ted* moves to fund at \$600. Terrence seconds. No objections.

**VOTE: ALL vote YES. None OPPOSED. None ABSTAINED.** Motion passes.



5. Announcements

*Becky* informs the Committee that since our funding for Bioscience Careers was so late, Special Activities Officer Jennifer Pope was unable to finalize their contract with Adam Ruben with our updated funds. Adam was still able to come and speak. But these funds will be returned to GPSS.

*Shane* gives an update about the budgeting process for next year. MyFD has been broken, and recently fixed, it has delayed the budgeting timeline. We are on time for our budget proposal submission to SAF. The plan is to introduce the proposed budget during the Senate meeting before Spring Break and then vote during the first meeting back on April 1st. (The elections will take place in Senate on April 15, and Shane will present the budget to SAF on April 17.)

*Ted* asks how many meetings will F+B and Exec have to review the proposed budget and make suggestions?

*Shane* says F+B will have 2 meetings to review the budget before it goes to Senate.

*Ted* asks if F+B has data about how much was spent from each line item from last year.

*Shane* answers that we already have those actuals now.

*Shane* also updates the committee about GPSS's endowment. At the beginning of this year, we started with about \$420,000 in our General Fund reserves. We will be closer to \$410K after the approved spending this year. After crunching numbers, Shane is confident that we can transfer \$250K to our endowment. At a 4% guaranteed rate, that would equate to \$14,000 a year in distributions. Our total amount in endowments will go up to about \$350,440.

*Ted* asks if the distributions we get from the endowment fund can be used towards food and alcohol.

*Shane* answers no. Especially because in 2013, \$50,000 of it were from donations.

6. Adjourn

*Danielle* moves to adjourn the meeting. *Jared* seconds. No objections.

*The Meeting was adjourned at 12:30 pm.*