



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 and Proxy for Ted Cohen
Varun Kao, GPSS Senator
Shane Schrader, GPSS Senator
Alex Thompson, GPSS Senator

NOT PRESENT:

Ted Cohen, GPSS Senator
Zhiyun Ma, GPSS Senator

GUEST:

Trevor Smith

Robby called the Meeting to order at 11:31am.

OVERVIEW

Robby welcomes visitor Trevor Smith to the meeting and states that Jasmine will be serving as proxy for Ted Cohen.

1. Call to Order

a. Approval of Agenda

Robby moves to add “Budget Allocation Revision” after Item 3 on the Agenda. Varun seconds. No objections.

Robby states he will entertain a motion to approve the Agenda. Jasmine so moves. Varun seconds. No objections. Agenda is approved.

b. Approval of Minutes

Varun notes that the use of vocabulary is good.

Varun moves to approve the Minutes. Shane seconds. No objections. Minutes are approved.

2. Special Allocations Presentation from Taiko Kai



Presentation

The Taiko Kai Spring Concert will occur on Sunday, April 28 in Kane 130. Taiko Kai is a Japanese drumming club that is open to all students and teaches members how to play taiko. Taiko Kai performs on and off campus to share this aspect of Japanese culture with UW and the greater community. The Club started in 2013. In the 2016-17 academic year, Taiko Kai had 30 club members and the leadership decided to put on a concert for new members to present to their family and friends. The 2017 concert sold out at the Ethnic Cultural Center. The 2018 concert moved to Kane 130. For this year, the Taiko Kai Spring Concert will also be in Kane 130. The hopes are to sell more tickets than the previous year and to fill up the bottom area of the hall. The concert's purpose is to showcase skills that members learned over the year and is important practice for the preparation of a long concert (1.5 hours). The concert preparation includes committees, songs, stage etiquette, and organization. The goal is to share a piece of Japanese culture with people who may not know it. Regarding budget: they started applying for funding during Winter Quarter. The Ethnic Cultural Center, Student Diversity fund, ASUW, and Campus Sustainability have all awarded funding, which have all been put toward the Kane reservation. The GPSS request is \$431 for the remainder of the Kane reservation to free other funds to go to printing, buttons, stickers, DVD filling, and to offset future costs for equipment purchase and investment.

Shane inquires if any of the other ensembles performing at the Spring Concert are contributing monetarily to the event. *Presenter* states that they are not. Other ensembles have about 10 minutes each in the show and were invited to perform.

Shane asks if the groups are all UW groups or non-UW groups. *Presenter* states that only one group is from UW and all other groups are off-campus groups.

Varun seeks information on the number of tickets already sold and their student-status. *Presenter* states that there are 60 tickets currently sold and 10-20 are non-student tickets.

Varun inquires about the marketing strategy. *Presenter* responds that they are tabling every weekday in the HUB leading up to the concert and suggest members sell 10 tickets each. They have also sent emails to programs and departments that may be interested: International Studies, Music, Arts. There are also posters around campus, as well as social media.

Varun asks about whether revenue associated with button and sticker sales are included on the application. *Presenter* is unsure, but would assume that revenue from these sales is not included on the application. The buttons are about 10c to make and are sold for \$1. Last year, they sold 20 or 30 buttons.

Robby inquires about the plans for any extra revenue. *Presenter* states that they need to pay back ASUW 15% of proceeds and thereafter will use funds for new equipment. A lot of drums are old and need to be re-skinned.



Robby states that GPSS also has the 15% policy and inquires whether Taiko Kai is prepared to return this amount. *Presenter* says that they are.

Jasmine asks if there is a contingency plan in case the Committee does not fully fund the event. *Presenter* states that they would delay equipment spending and that these funding sources would fall to the next group of Club leaders.

Discussion

Robby provides the Committee with an update on the Special Allocations fund: There are five requests to hear, including Taiko Kai. There is \$1,530 remaining in the Special Allocations account. This comes to \$306 for each event, assuming even-split funding. With additional approvals to move money around, the Committee can add up to \$1,360 to the account fairly easily. More to come on this conversation later.

Jasmine states that the need is relatively low for this event.

Shane comments that when the need is low and potential GPSS funds would go directly to the reservation, GPSS not funding the event means that the organization dips into their funds for other tasks. In this case, that would be equipment replacement and purchase.

Robby is in favor of funding the specific amount, as this is a similar funding rate to other large cultural events and is the only amount remaining for the Kane Hall reservation.

Shane moves to fund at \$431. *Jasmine* seconds.

VOTE: Robby, Shane, and Jasmine vote YES. Varun and Alex abstain.

3. Departmental Allocations Presentation from the Department of Speech and Hearing Sciences

Presentation

The Speech and Hearing Sciences graduate students are requesting departmental funding to purchase a refrigerator and microwave for the new graduate student lounge. The lounge is really bare, aside from donated furniture. Before the new space, there was a common lounge for faculty and all students. This common lounge got very messy and a lot of lunch bags were being stolen. The new space was secured last Fall and is convenient for students going between classes and clinic.

Robby inquires if other graduate students were consulted in order to determine the refrigerator and microwave purchase was the most popular option. *Presenter* states that they conduct quarterly surveys to ask students what they want, and somewhere to store food was the highest priority for all of the students.

Robby asks if there is a plan for maintaining and cleaning the refrigerator and microwave. *Presenter* responds that the undergraduate lounge currently has a monthly rotation of students whose job it is to look in the refrigerator to throw away the expired things. This has worked well so far, and likely this will be implemented for the graduate refrigerator.



Shane seeks clarification on the microwave protection plan option and whether they are planning on opting for that for the refrigerator. *Presenter* is not aware that there was a protection plan for the option. *Committee* states that this seems to be a checkbox option that is currently not selected. *Presenter* states they would not be purchasing the protection plan.

Robby seeks confirmation that the Department will have the refrigerator and microwave installed by the end of Fall Quarter, per GPSS funding policies. *Presenter* confirms.

Robby seeks confirmation that the Department agrees to put a “Funded By GPSS” sticker on the items purchased. *Presenter* confirms.

Varun inquires if the graduate student lounge has ventilation, as his department has had issue with lingering smells of butter chicken in the lounge. *Presenter* states that the lounge is in the basement, but that they do not know what the status is of the ventilation.

Discussion

Robby updates the Committee on the current funding level for Departmental Allocations requests: \$2,508 remaining and 1 additional presentation.

Jasmine adds that there is 1 updated application as well.

Alex is impressed that it is possible to buy a refrigerator for \$300. *Shane* clarifies that this is a mini-fridge.

Shane moves to fund the capital purchase at \$400. *Varun* seconds. No objections.

VOTE: *Robby, Alex, Varun, Shane, and Jasmine* vote YES.

4. Budget Allocation Update

Robby states that there is currently \$1,099.50 in the Special Allocations fund. Finance and Budget Committee can approve up to 4% increase in the budget line. An 8% increase in the budget line would need to be approved by the Executive Committee, and for planning purposes, this decision needs to be made today so that the Committee can ask the Executive Committee at their next meeting.

Varun inquires where the source would be for the additional funding. *Robby* states the General Fund. If the Executive Committee voted to approve and the Committee did not need all the funding, the remaining fund balance would go back into the General Fund.

Shane seeks clarification on whether the Committee needs approval prior to spending amount. *Robby* states that the Committee can spend the 4% whenever, but that the 8% increase must be approved by the Executive Committee prior to spending.



Robby states that another option to exercise is that the Committee may move \$1,000 between budget lines.

Shane prefers the option to disburse funds from the General Fund rather than from the Departmental Allocations budget line.

Varun inquires about how much is remaining in the Departmental Fund. *Robby* states that there is \$2,108.

Robby mentions that as the Special Allocations stand, an even split of the funding among all the remaining applicants is \$220. If the Committee wishes to fund applicants at a higher level, *Robby* encourages the Committee to vote to increase the allocation and request an 8% increase from the Executive Committee.

Varun agrees and recommends getting the process for a funding increase now.

Shane moves to bring the issue to the Executive Committee this upcoming week to increase the Special Allocations budget line by 8%.

Shane withdraws his motion.

Robby states that the Committee must approve the 4% increase prior to approving asking the Executive Committee. *Robby* opens to entertain a motion as such.

Varun so moves. *Shane* seconds. No objections.

VOTE: *Shane, Alex, Jasmine, Robby, and Varun* vote YES.

Shane moves to request an 8% increase in the budget line. *Varun* seconds.

VOTE: *Alex, Jasmine, Varun, Shane, and Robby* vote YES.

5. Special Allocations Presentation from Tango Club

Presentation

Tango Club teaches Argentine Tango, a social dance. The funding application is for the end of year Practilonga, a practice and social event. The current date is the afternoon of May 18th on Red Square with Gould Hall as the rain location. There is a salsa social later that day in the evening and the two events will be advertised as a dance day. The event will have a beginner class for one hour, followed by two and a half hours of social dancing. Last year, the event had 58 participants composed of 30 students, Alumni and Faculty, and 16 people from the public with tickets. This year, student tickets will be \$5 and nonstudent tickets will be \$10. For attendees purchasing tickets to the Practilonga and the Salsa, student tickets will be \$8 and nonstudent tickets will be \$14. Proceeds from these tickets will be split evenly with the Salsa group. The goal with the partnership is to spread information about Argentine Tango as a social dance, so they are expecting the same audience and more. \$200 will be for the teachers and \$150 for the DJ. If Gould Hall needs



to be used, in the case of rain, this reservation is \$160. The total request from GPSS is \$510.

Shane seeks clarification on the cost for renting Gould Hall. *Presenter* states that this is \$150.

Robby inquires if Gould Hall would charge Tango Club if it is not used. *Presenter* responds that their understanding is that only in the case that the space is used would they be charged.

Varun requests information on the disappearance of the performance fee between the application materials and the presentation. *Presenter* states that the performer they were originally going to have was no longer available, so instead they need to hire a DJ for the event.

Robby inquires about graduate student involvement. *Presenter* says there are a number of graduate students who attend classes and practilongas, but they do not have exact numbers. The Club President is a graduate student.

Shane asks if the event produced a profit last year. *Presenter* states there was very little profit, as the ticket pricing just covers the room booking.

Shane seeks information regarding the marketing of the event. *Presenter* states that advertising will be a combination of social media, outreach to the Seattle tango community, and Salsa club collaboration.

Robby inquires about what ticket sales are covering since the requested funds will cover all costs. *Presenter* says that the ticket sales go to classes so that students can pay less.

Alex asks about if there will be a band. *Presenter* states that there will be a DJ, rather than a band.

Discussion

Robby states that the updated request from the Tango Club is \$510 to cover the DJ, potential room rental, and instructors. He expresses confusion that Gould Hall would not charge for rental if the room is not used.

Alex expresses confusion about the room rental cost because Red Square costs money to reserve. *Varun* believes this is not necessarily the case. *Robby* states that there is a rental cost only if all of Red Square is booked.

Alex states that he likes tango.

Varun seeks clarification about the Astronomy Building that was mentioned on the application. *Robby* states that the Committee should trust in the numbers and values stated in the presentation.



Robby is concerned about the high attendance rate of non-UW students (around 50%). However, there is high graduate student engagement in the organization itself.

Alex inquires if GPSS is covering the entirety of costs at the event. *Robby* clarifies that the Committee is not funding food.

Shane is in favor of covering the instructor and DJ fees. *Varun* agrees.

Shane moves to fund at \$350. *Varun* seconds. No objections.

VOTE: *Shane, Jasmine, Varun, Alex, and Robby* vote YES.

Robby moves to address the Climate Justice Working Group presentation next on the agenda.

6. Special Allocations Presentation from UAW4121 Climate Justice Working Group

Presentation

The Climate Justice Working Group is hosting a panel to discuss the Green New Deal and wanted to be conscious of the Committee's time. The Group applied to Campus Sustainability Fund and just received a call thirty minutes prior to this meeting that this Fund has fully awarded funding that overlaps with the GPSS funding request. Thus, the Climate Justice Working Group will no longer need funding from GPSS. The panel will include one faculty member and 3 practitioners, one of which works for Rep. Pramila Jayapal.

Alex inquires if there will be opinions or sides regarding the Green New Deal. *Presenter* states that many people have asked about their position regarding the Green New Deal, but that because the Green New Deal is a really vague document, it is hard to say.

Presenter requests advice for engaging 110 audience members during a panel. *Robby* states he will ask the correct individuals involved with GPSS.

Trevor recommends using a live poll that audience members can participate in to select questions for the panelists.

7. Departmental Allocations Update for School of Nursing Retreat

Jasmine updates the Committee: The School of Nursing Retreat, originally planned to be hosted at Friday Harbor Labs, did not receive enough funding to be able to host the Retreat there. They have since contacted *Jasmine* regarding a revised event to take place on UW campus. The updated budget figures are printed in the meeting materials provided.

Varun notes that because GPSS cannot fund food or drink, the Committee can only disburse \$100.

Robby reminds the Committee that the original award was \$750 from GPSS and that the Committee still wants to support the Retreat, but given the current structure of the event



budget the Committee can only fund \$100. The Committee can add a note saying that if they have other expenditures that are not food or drink, then theoretically there are up to \$750 in funds approved from before.

Shane favors adding the note.

Robby states that they may change the venue which might mean they need more funding.

Varun moves to fund at \$100. *Shane* seconds. No objections.

VOTE: *Varun, Shane, Robby, Jasmine, and Alex* vote YES.

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

The Meeting was adjourned at 12:18pm.