



## Finance & Budget Committee

### 2019-2020 Meeting Minutes

Friday, December 6, 2019, 11:30am  
HUB 314: GPSS Board Table

#### PRESENT:

Shane Schrader – Treasurer; Committee Chair  
A.J. Balatico, GPSS Senator  
Danielle Brown, GPSS Senator  
Ted Cohen, GPSS Senator  
Simon Crean, GPSS Senator  
Terrence Pope, GPSS Senator  
Jared Canright, GPSS Senator

#### NOT PRESENT:

Becky Tran - Budget Specialist, Staff

*Shane calls the Meeting to order at 11:32am.*

#### OVERVIEW

*Shane* gives each member an agenda, copies of last week's meeting minutes, Special Allocations Applications: Taiwanese Overseas Student Association's (TOSA) Timeless Taiwan event and Black Student Union's (BSU) Legacy Soiree event.

1. Call to Order
  - a. Approval of Agenda

*Jared* moves to approve the agenda. *Terrence* seconds. No objections. Motion passes.

- b. Approval of the Minutes

*Simon* moves to approve last week's minutes. *Ted* seconds. No objections. Motion passes.

2. Special Allocations Presentation: Taiwanese Overseas Student Association - Timeless Taiwan 2020 Event

#### Presentation

This is TOSA's second time coming to present at GPSS Finance and Budget Committee for funds. The reason why they wanted to come back and request additional funds is because they did not receive funds from their other sources. Right now, they still need funds to cover the facilities cost. This year, TOSA has been working closely with iTaiwan, a Taiwanese graduate student club. They also work closely with Taiwanese American Professionals in Seattle (TAPS). Their hope to use the additional funds to get more professional and graduate student involvement in this event because they do not only want this event to be for undergraduates.

### **Questions and Answers**

*Shane* wants to know if TOSA's involvement with other groups, has that been a new change from previous years? Is there more communication with other groups this year than before?

*Presenter* clarifies that they have been working with other groups, but they are not involved with the planning process. TOSA reaches out to these other organizations and goes to their events and vice versa.

*Danielle* wants to clarify if TOSA expects to use GPSS funds to go towards facilities or towards marketing to graduate students?

*Presenter* explains that during their meeting with their events director, the director specified that GPSS funds can only go towards facilities. The presenter asks if they are able to use their funds for marketing as well.

*Shane* specifies that GPSS funds can go towards some marketing like printing costs; just not promotions like giving away gifts, items, food, and drinks.

*Terrence* inquires, after comparing the old and new budget, about the food budget line item. It looks like TOSA has omitted a food budget altogether, does that mean they will not be food at the event, or did TOSA roll that cost into another line item instead?

*Presenter* explains that they are reaching out to external sponsorships and if they receive those funds, it will cover food.

*Ted* has a follow up question about the tickets revenue line item since it's disappeared as well.

*Presenter* answers that they took off the ticket revenue line item is because the form asked for "all funding sources" so they only included all the funding they have requested. TOSA is expecting to receive \$7,000 from ticket revenue from this event.

*Ted* wants to clarify that they plan on using GPSS funding towards facilities' costs.

*Presenter* says yes, based on their assumption of what happened with GPSS's previous funds. But if possible, TOSA would like to use GPSS funds towards marketing and promotions.

*Ted* asks what is TOSA's plan to reach more graduate students?

*Presenter* says that so far, they plan on reaching out to graduate clubs and include professionals as well.

*Shane* recommends reaching out to TOSA's Student Activities Officer (SAO) to get better ideas of other clubs TOSA can contact.

*Jared* asks if they've heard from ASUW yet.

*Presenter* answers yes, and that TOSA has received \$3,000 from ASUW.

### **Discussion**

*Terrence* notes that TOSA has modified their submitted budget sheet to look good for GPSS, instead of providing a full picture budget, and wants to know if this is a normal process.

*Shane* explains that they may just have a more realistic idea of where the funds are coming from now instead of where they were two months ago for their first presentation. The first budget they presented was more generalized. Possibly what happened is they worked more closely with their SAO on this second budget. Although, their omittance of the food line item is a bit unusual.

*Simon* gets confirmation that they listed 600 graduates and professionals in attendance for both presentations.

*Terrence* points out that they do have some connection to a graduate community.

*Ted* mentions that the 600 number they put in the application does not seem to add up with their presentation and suspects if it was an arbitrary number. Also, it looks as if all their requested funds already cover the facilities cost – so why are they requesting more funds from GPSS?

*Danielle* thinks we should partially fund towards marketing and advertising to reach more graduate students.

*Ted* agrees that we should a bit more, not the full amount. With their ticket sales, they may break even and might make a profit.

*Jared* says it seems like they are soliciting donations from external sponsors for sellable food that would go towards their ticket revenue. It's unclear if that was financial or inclined donations. Depending on the case, they might not be getting that revenue anymore.

*Terrence* seconds Jared's statement and concern.

*Danielle* would vote not to fund anymore because she did not deem it a good second presentation to further fund. Danielle is also concern that we asked the previous amount to go towards advertisements/promotions and they listed it under facilities.

*Simon* does not think there's anything wrong with the money going towards facilities. He would not mind giving them additional funds this time for advertising/promotions.

*Terrence* thinks it is a concern if we earmarked the money for advertising and they did not use it for such and is now requesting more money for facilities then it shows they are misusing our funds. Maybe most organizations do this – they take our funds and put it into a general fund. Worried that an issue will arise if they use GPSS funds towards something our funds can not be used for, like food/drinks and prizes.

*Danielle* agrees with Terrence.

*Jared* agrees with Terrence and wants to give the organization the benefit of the doubt, maybe it is not the members' fault but instead an oversight of a faculty advisor or someone else. Not fully convinced that TOSA is taking advantage of GPSS funds; if they are, they might not be fully aware of it.

*Shane* reminds the committee that we can write what we want to on our award letters and include any specific language that we want to mention.

*Jared* moves to fund TOSA for their Timeless Taiwan event at a total of \$500 (including the previous \$239.14 GPSS has already funded them for on October 8, 2019).

*Ted* amends the motion to fund at a total of \$400 instead.

*Terrence* amends the motion of funding at \$400 with the added stipulation that TOSA provides a detailed budget sheet with all expenses, granted funding, and requested funding.

*Jared* amends his motion to funding at a total of \$400 with the added stipulation that TOSA provides a detailed budget sheet with all expenses, granted funding, and requested funding as well as detailed notes as to which line item GPSS funding is being allocated towards.

*Simon* seconds the amended motion. No objections. Motion passes.

**VOTE: 6 vote YES. 1 OPPOSED. None abstains.**

3. Special Allocations Presentation: Black Student Union - Legacy Soiree

**Presentation**

BSU's event is the 8<sup>th</sup> Legacy Soiree. It is a fundraising event for scholarships with community members, honorees, and awardees for service recognition. The theme this year is Harlem Renaissance which is about revival and restoration. Awards will be given to undergraduates, graduates, faculty, community members, and 10 high school students.

**Questions and Answers**

*Danielle* asks for more information about any graduate students' involvement in the planning process.

*Presenter* answers that no graduate students are involved in the planning process; that role is mainly for undergraduates. However, they are reaching out to black faculty members and graduate students to collaborate with and attend.

*Danielle* further inquires if the main graduate student involvement in this event is if they are receiving awards.

*Presenter* says yes.

*Danielle* asks what the awards look like.

*Presenter* explains that typically, there are plaques and certificates. Additional costs for the event this year will be for a keynote speaker they may have to pay for.

*Shane* notices that the GPSS Special Allocation Committee already gave them some funds that are going towards a band. Shane wants to know in more detail what those funds will specifically cover (i.e. travel costs, honorarium, etc.).

*Presenter* specifies that the funds will go towards their travel cost and payment for services.

*Terrence* requests more information regarding ticket sales revenue in the budget. Where will the funds from the ticket sales go towards?

*Presenter* says that those funds usually go towards scholarships.

*Terrence* asks if the budget this year is more or less conservative than last year's event.

*Presenter* answers that the budget this year is much higher than before. For example, they have a band this year, whereas previous years, they've just had a free DJ.

*Shane* is curious how they plan to advertise the event.

*Presenter* answers that they send out formal invitation to community organizations as well as a newsletter.

*Danielle* asks if they plan to reach out to other black students besides those in the law program.

*Presenter* says that they have not previously done so in the past. They only have connections to departments that reach out to BSU first but recognizes that it is something they should initiate this year.

Terrence and Danielle recommend reaching out to GO-MAP.

*Ted* wants to know if all the profits from this event will go towards scholarships or will some of it be put into their general fund as well.

*Presenter* specifies that all funds made from this event (from ticket sales to donations) will 100% go towards their scholarships.

*Ted* explains that GPSS's terms for funding is that 15% of their net profit, up to the total amount funded, is returned to the Finance and Budget Committee to further continue this program. But since any profits BSU makes from this event will go towards scholarships, then maybe we can discuss, in the future, of waiving that term.

*Shane* interjects that GPSS would only collect 15% of the profits only if they end up with a large profit/donation that creates a big excess of funds after completely fulfilling the scholarships' needs.

### **Discussion**

*Simon* wants to know if this is their largest event of their year because they did allude to other events as well.

*Shane* answers that GPSS only received one request from BSU last year and it was for the same event. Last year, GPSS funded \$650 out of their \$750 request.

*Ted* suggests lowering the funding amount because it does not target graduate students; it is an undergraduate student organization. But then again, they are giving out awards/scholarships to graduate students.

*Simon*, upon reviewing last year's notes, understands why the Committee didn't fully fund last year and agrees that the Committee may not want to fully fund again this year because it's not purely for graduate students.

*Shane* reviews that some of the concerns for last year is that it was not advertised to graduate students very well, they had funding issues, and the event was not scheduled for an ideal date (first Saturday of Winter Quarter) for ticket sales concerns.

*Terrence* wonders if we could contingently fund the full amount based on their ticket sales from last year and have them articulate a plan on how they will reach out to different groups.

*Ted* says we have time to follow up with the organization since their event is not until February.

*Shane* mentions, since they are not planning on using our funds towards facilities costs, that there's not an urgent need for them to receive the funds immediately. We can also reach out to them over email than have them come back in to present again.

*Danielle* adds that in the email, we should ask them to specify how they will go forward to reach out to black graduate students because just Law School graduate students is not diverse.

*Ted* moves to table this discussion and follow up with the BSU regarding what their ticket sales were last year and also with a more specific plan for reaching out to graduate students, graduate student clubs/organizations, and departments.

*Shane* makes a point of information and explains that if we get a response back, we will need to have another discussion and vote in the future.

*Danielle* seconds the motion.

**VOTE: ALL vote YES.**

4. Vice Chair

Danielle self nominates for the position of Vice Chair. Ted seconds. None opposed.

Danielle is appointed to the position of Vice Chair!

5. Adjourn

Simon moves to adjourn the meeting. Terrence seconds. No objections.

*The Meeting was adjourned at 12:24pm.*