

# Finance & Budget Committee

## 2022-2023 Meeting Minutes

Friday, January, 20th 2023, 11:30am

HUB 314: GPSS Board Table, Zoom

### PRESENT:

Van Mai – Vice President of the Finance; Committee Chair

Sean Lin- Budget Specialist,

Maleen Kidiwela - GPSS Senator

Pratima KC - GPSS Senator

Meshell Sturgis - GPSS Senator

Peter Correa - GPSS Senator

### NOT PRESENT:

*Vice President of Finance called the Meeting to order at 11:35am.*

### OVERVIEW

**Vice President of Finance** gave each member the agenda. Quorum was not reached, so agenda item 2 was not voted on.

1. Call to Order - Approval of Agenda
2. Review for Taiwanese Oversea Student Association (TOSA) & Chinese Student Organization (CSO)

**TOSA:** TOSA representative introduce the event they are holding - Timeless Taiwan

**Vice President of Finance:** Are you getting fundings other than funding from GPSS?

**TOSA:** So besides GPSS funding, we also apply to ASUW funding and RSO and are seeking other fundings as well

**TOSA:** Besides those school funding, we are currently seeking other sponsors, and we have right now 7,000 of sponsorship.

**TOSA:** Besides the admission, we actually do sell vouchers, and vouchers can be paid for food and games in the venue.

**Pratima:** Do you need to pay any rent? A fee for the venue. What is the total cost for the event?

**TOSA:** The cost is going to be about 6,500, which include entertainment expense of inviting a singer from Taiwan to come and perform

**Pratima:** How did you get the number like 800 undergrad and 300 grad students? How successful and how many people would participate in past like before year 2019 because this seems like a more international event

**TOSA:** I believe that year there were about 2,500 people, and so this year we're anticipating that amount, and we're hoping to have more people to come. Besides undergrad students, we do also want graduate students and faculty to come to our event as well

**Pratima:** How would you advertise to the 800 audience?

**Meshell:** I was wondering how you estimated 800 undergrad and 300 graduate students. Have you advertised this event, and how? How do you know that many people are interested because I am an international student too.

**TOSA:** We started promoting our event through social media, booths, flyers, and posters all over the restaurant. We plan to start selling our voucher by next week as well.

**Meshell:** I'm still not entirely sure if it's clear on how you plan to specifically invite graduate students to your event. So I think advertising where undergraduate students often are doesn't necessarily indicate that graduate students are going to be there. I think Circle is another event or another group that could be helpful in reaching graduate students, international graduate students. My question is that with the high attendance that you are expecting, do you plan to have security for your event?

**TOSA:** So far no plan for this but we'll think about it.

**Meshell:** It would be helpful to know who and how you plan to get security, and whether or not the event would be considered safe. With so many people there, and it does lead me to also consider if you're taking any covid precaution for the event as well

**Maleen Kidiwela:** So do you have a record like the previous ones, like 4 years back? When did you apply for GPSS funding before?

**TOSA:** Yes, we did apply for the GPS funding previously.

**Maleen Kidiwela:** Your request for funding is just for 5K. And your total cost is much higher. Do you manage to create a balance between cost and revenue, or even if you have even made a profit from these events?

**TOSA:** I believe that in 2019 we did make a profit. There's a lot of expenses, but we do sell vouchers and that is our main profit.

**Vice President of Finance:** How many graduate students are involved in your organization?

**TOSA:** We are an undergraduate association but we do have a partner organization called TGSA, Taiwanese Graduate student Association. So we do have some friends in our organization, and we are going to offer them discounts for the vouchers.

**Maleen Kidiwela:** Will you be documenting attendance of how many people do come through the event? And also do you plan to have a photographer that takes photos of the event? How will you kind better set yourself up to request funding in later years

**TOSA:** So we are selling vouchers. And we do have a Google form that is asking an individual to fill out. And I think we can just add a question on there asking them whether you are undergraduate, graduate, or faculty? I believe that way will help us. Better keep track of our attention.

End of TOSA session

**CSA:** CSA representative introduce the event

**Pratima:** Have you also applied to GPS funding before

**CSA:** Yeah, and they are approved. As for the question in the chat, we will have a photographer, but there will be someone from an organization and not like a professional

**Meshell:** How are you going to advertise these events? What were your techniques to advertise this event?

**CSA:** Not just for Chinese students. So we're trying to reach as many people as possible. We have also been advertising on our Instagram page, which has a big follower base, and then we have also been advertising this event throughout all our past events. Lastly, we have been hanging up flyers throughout campus on the ave, international district, residential halls, the Hub, any restaurants that we have on the a national district. And we have a Facebook event to advertise to graduate students from anyone from the Greater Seattle community.

**Vice President of Finance** thanked each member again for joining the Committee and attending the meeting.

**Vice President of Finance** moved to adjourn the meeting. The committee seconded.

*The Meeting was adjourned at 12:08pm.*