



Services and Activities Fee Committee

Friday, January 22, 2021 - 2pm

Zoom: <https://washington.zoom.us/j/94522501271>

Zoom Telephone: (253) 215-8782

Meeting ID: 945 2250 1271

MEETING MINUTES 05

CALL TO ORDER: 2:05pm

ATTENDANCE (1 minute)

Voting Members

Julisia Brock - Present

Sabrina Bui - Present

An Le Dang- Present

Emily Flavin, Vice-Chair - Present

Amy Rhee, Chair - Present

Kylee Zehnder - Present

Ex-Officio Members

Bernard Anderson, *Associate Vice Chancellor for Student Life* - Present

Drew Dunston, *ASUWT Director of Finance* - Present

Jan Rutledge, *Finance & Administration Representative* - Absent

Ronald San Nicolas, *Lecturer & Simon Family Endowment MSW Autism Field Unit Coordinator* - Absent

Sean Schmidt, *Student Affairs, Associate Director of Administration, Finance, and HR (Compliance Officer)* – Present

Guests

Kelly Tyrell

-
- I. Introductions & Icebreaker
 - II. OPEN PUBLIC FORUM
 - a. None.
 - III. APPROVAL OF AGENDA (1 minute)
 - a. **Sabrina Bui moved to approve the agenda. Emily Flavin seconded. Motion passed unanimously.**
 - IV. APPROVAL OF MINUTES (1 minute)
 - a. **Sabrina Bui moved to approve the minutes of the December 09, 2020 meeting. Emily Flavin seconded. Motion passed unanimously.**

- V. UNFINISHED BUSINESS *(10minutes)*
 - a. Special Allocations. The committee reviewed the special allocations for this year. The committee will discuss and vote on the allocations next week.
 - b. Administrative Assistant Position. One candidate was identified but they will not be moved forward at this time. Additional candidates are being recruited

- VI. NEW BUSINESS *(15 minutes)*
 - a. Annual Allocations Review Process. Amy reviewed the process. The group discussed the timing and process of annual allocations.
 - b. Review of Bylaws. Amy introduced the Bylaws to the committee for potential review and updates in the future.
 - c. University of Y MOU. The committee will begin to review the Y agreement and MOU next week.
 - d. **Sabrina Bui moved to extend meeting 5 minutes. An Le Dang seconded. Motion passed unanimously.**

- VII. ANNOUNCEMENTS *(5 minutes)*
 - a. Amy welcomed new members.

- VIII. ADJOURNMENT
 - a. **Sabrina Bui moved to adjourn the meeting at 3:05pm. Kylee Zehnder seconded. Motion passed unanimously.**