



Services and Activities Fee Committee

Friday, April 9th, 2021 - 2pm

Zoom: <https://washington.zoom.us/j/97606414543>

Zoom Telephone: (253) 215-8782

Meeting ID: 976 0641 4543

MEETING MINUTES 14

CALL TO ORDER: 2:02pm

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
Sarah Kim - Present

Ex-Officio Members

Bernard Anderson, *Associate Vice Chancellor for Student Life* - Present (Arrived 2:30pm)
Jan Rutledge, *Finance & Administration Representative* - Present
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)* - Absent

Guests

Kelly Tyrrell - Absent
Cindy Schaarschmidt - Present
Daniel Nash - Present

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- I. Introductions & Icebreaker
 - II. OPEN PUBLIC FORUM
 - III. APPROVAL OF AGENDA (*1 minute*)
 - a. **Sabrina moved to approve the April 9th, 2021 agenda. Kylee seconded. Motion passed unanimously.**
 - IV. APPROVAL OF MINUTES (*1 minute*)
 - a. **An moved to approve the minutes of the April 2nd, 2021 meeting. Julisia seconded. Motion passed unanimously.**

V. UNFINISHED BUSINESS (40 minutes)

- a. Annual Allocations – 2021-2022 Initial Requests
 - i. Reviewed leftover initial allocations and unspent contingencies in overview of total budget and funds available.
 - ii. Global Ambassadors Language Services:
 - 1. Cindy Schaarschmidt joined to vouch for approval of this allocation and answer questions from The Board.
 - 2. **Amy entertained a motion to formally approve the Global Ambassadors Language Services' annual allocation request for 2021-2022. Emily moved to approve. An seconded. Motion passed unanimously.**
 - iii. Student Publications:
 - 1. Daniel Nash joined to explain what Student Publications does, vouch for their allocation proposal, and speak to questions regarding proposed budget line items.
 - a. Budget request questions included:
 - i. The continuation of online publication after a return to in-person learning;
 - ii. Anticipation of Student Publications' revenues compared to expenses for 2021-2022.
 - 2. Reviewed differences and disparities of budget line items between the prior year's and this year's request, particularly regarding personnel wages.
 - 3. No formal approval granted for Student Publications' request at this time.

VI. NEW BUSINESS (10 minutes)

- a. Spring Special Allocations:
 - i. Email reminder reviewed and sent out for the Spring Special Allocation Requests.
- b. Program Budget Adjustments:
 - i. The Board discussed pros and cons of fully funding programs using the short-term contingency fund.
 - ii. Email proposed to be sent out to let certain allocation proposers decide where cuts could be made in their unapproved annual allocation requests.

VII. ANNOUNCEMENTS (5 minutes)

- a.

VIII. ADJOURNMENT

- a. **Emily moved to adjourn the meeting at 3:01pm. Sabrina seconded. Motion passed unanimously.**