



Services and Activities Fee Committee

Friday, April 23rd, 2021 - 2pm

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

Zoom Telephone: (253) 215-8782

Meeting ID: 976 0641 4543

MEETING MINUTES 16

CALL TO ORDER: 2:04pm

ATTENDANCE (*1 minute*)

Voting Members

Julisia Brock - Present
Sabrina Bui - Present
An Le Dang - Present
Emily Flavin, Vice-Chair - Present
Amy Rhee, Chair - Absent
Kylee Zehnder - Present
Sarah Kim - Present

Ex-Officio Members

Bernard Anderson, *Associate Vice Chancellor for Student Life* – Present
Jan Rutledge, *Finance & Administration Representative* - Present
Ronald San Nicolas, Lecturer, Simon Family Endowment MSW Autism Field Unit Coordinator - Present
Sean Schmidt, *Student Affairs, Associate Director of Administration, Finance, and HR (Compliance Officer)* - Present

Guests

Elizabeth Hansen – Present

- I. Introductions & Icebreaker
- II. OPEN PUBLIC FORUM
- III. APPROVAL OF AGENDA (*1 minute*)
 - a. **Sabrina moved to approve the April 23rd, 2021 agenda. Kylee seconded. Motion passed unanimously.**
- IV. APPROVAL OF MINUTES (*1 minute*)
 - a. **Sabrina moved to approve the minutes of the April 16th, 2021 meeting. An seconded. Motion passed unanimously.**

- V. UNFINISHED BUSINESS *(40 minutes)*
 - a. Program Budget Adjustments
 - i. Center for Equity & Inclusion (CEI):
 - 1. The Board reviewed Center for Equity & Inclusion 10- and 20-percent budget reduction proposals based on SAFC's request.
 - a. Discussed cutting Student/Pantry Assistant hours and the effect it would have on students who use The Pantry. Also evaluated how reasonable it would be to cut hours and amount of assistants.
 - b. The Board made no formal decision for the Budget Adjustment at this time. Discussion wavered between taking no reduction or a 10% reduction, but the 20% reduction has been eliminated as an option.
 - ii. Budget Adjustment Spreadsheets:
 - 1. The Board experimented with Budget Adjustment amounts using Excel spreadsheets, viewing how it impacts allocation amounts for the year, as well as how over/under budget programs are.
 - b. Annual Allocations – 2021-2022 Initial Requests
 - c. Spring Special Allocations – 2021
- VI. NEW BUSINESS *(10 minutes)*
 - a. Emily to email VMRC again, as a follow-up, to obtain more information about their allocation and what they do on campus.
- VII. ANNOUNCEMENTS *(5 minutes)*
 - a.
- VIII. ADJOURNMENT
 - a. **Sabrina moved to adjourn the meeting at 2:57pm. Kylee seconded. Motion passed unanimously.**