Services and Activities Fee Committee (SAFC)

October 10th, 2025
3:30pm
GWP 320

Zoom Link: https://washington.zoom.us/j/91761203349

MEETING MINUTES 1

Attendance:

Voting Members	Ex-Officio Members
Moira Kelley – P Kailey Lawless – A (Excused) Colin Sica – P Charlotte Skinner - P Erandy Zuniga – P	Bernard Anderson – P Samuel Pena-Rojas – P Gordon Craig – A Cherie Berthon– P
Administrative Staff Sean Schmidt – P	**Guests**

Call to Order. The meeting was called to order at 3:35pm by Sam.

Land Acknowledgement. A land acknowledgement was given by Sam.

Safety Briefing. A safety briefing was given by Sam.

Roll Call, Guest Introductions, Connection-Building Activity. Roll Call is documented above.

Approval of Agenda and Minutes. Moira made a motion to approve the agenda. Erandy seconded. The agenda was approved unanimously.

Moira made a motion to approve the minutes. Charlotte seconded. The minutes were approved unanimously.

Open Public Forum:

No members of the public

Reports & Updates:

- Chair/Vice-Chair:

  Sam welcomed everyone and informed them that he is working with the hiring committee, which consists of Sam, Colin, Moira, Kailey (and Amanda & Maxwell | ASUWT), to fill the last two SAFC committee member positions.

- Members: N/A
- Committees: N/A

Old Business:
Voted on May 23rd, 2025, minutes

New Business:
Autumn special allocations
- Sean spoke on special allocations and what allocations are
  - We will do a deep dive with training in the future
  - If interested, committee members can view previous years' minutes to gain a better understanding.

Election of Chair & Vice Chair
- Sean described briefly what the chair and vice chair do
- Sam spoke about his experience as last year's Chair
  - Sean mentioned that we can wait to vote until all our members are appointed. The vote can be a motion or a ballot.

Hiring a Committee Student Assistant
- Sean explained that this position takes notes during committee meetings.
  - This position is not appointed; it is hired.

Discussion Items:

Orientation to SAFC Information, Resources, Collaboration Spaces, etc.

Sean added everyone to the SharePoint, which will allow us to view all of this information.

- Any committee discussion matters need to be done in the committee meeting and not in Team messages or Group Chats.

Announcements:

Sam announced an event tonight at 8 – 11 PM Lights Out Event at the YMCA

Adjournment:

- The Chair adjourned the meeting at 4:12pm.

Motion to adjourn the meeting . 2nd by Charlotte. Unanimous.