

EUSGA, Inc.
Congress Meeting Minutes
DATE 1/29/2018

- I. Call to Order: 6:07 PM
- II. Roll Call: (Absent)
 - A. Excused
 - 1. Aron White
 - B. Unexcused
 - 1. Samiellar Opoku
 - C. Arrived late
 - 1. Sidoine Amani
 - 2. Kiauna Patterson
 - D. Present
 - 1. Brandon Washburn
 - 2. Meairra McCaskill
 - 3. Olivia Franchock
 - 4. Aspen Bradford
 - 5. Gabriella Barber
 - 6. Meridyth Warnke
- III. Approval of Last Week's Minutes:
 - A. Motion to :McCaskill*
 - B. Second: Warnke*

 - [For:6 Opposed:0 Abstentions:0]*

 - *** Motion Passes****
- IV. Officer Reports:
 - A. President- Ja'Cobi Green

1. Signed checks and approved boro sync.
 2. Met with Task force and talked to Cal U about the structure of the SGA.
 3. Had a meeting with the Career development center.
 4. Had a meeting with ASO about a caliberaton event.
- B. Vice President- Craig Rodgers III
1. No report
- C. Vice President of Finance- Matthew Russell
1. No report
- D. Vice President of Procedure- Anjali Wright
1. Signed checks
 2. Had a meeting with Kari about EMS
- E. Vice President of Public Relations- Rachel Guzak
1. Approved event and budget requests
 2. Updated the whiteboard with Erika
 3. Updated the Spring 2018 office hours sheet
 4. Updated the SGA information pamphlet
 5. Updated edinborosga.com with current officers, congress members, office hours, and recent news
 6. Interviewed a new potential congress member with Erika
 7. Put away Christmas decorations with Craig and Matt
- F. Vice President of Records- Erika Pfaff
1. Worked on the office hours
 2. Updated that whiteboard with Rachel and Olivia
 3. Updated everything that had Karlas name and changed to mine
 4. Interviewed a new potential congress member with Rachel
 5. Contacted everyone on leave of absence to inform them we no longer have it
- G. Director of Operations, Lisa Englert- Report
- Director of Operations Congress update

1/19/18

Welcome back

We are rebranding the “Budget Office” to the “Business Office”

-we do more than handle money= we’re Human Resources to approx. 30 employees, we also do vehicle assignments/maintenance, payroll/taxes, contractual agreements/insurance, purchasing, Cstore/GR operations, ticket processing for events, budget/finance/banking for orgs, fundraising/event approvals, BoroSync help, etc.

Created reports and discussed finances with Eric and Matt (Joelle created a comprehensive General Funds report based on what General Funds looks like as of *today*)

Processed end of calendar year taxes as well as our regular taxes

Joelle attended the “Heart of a Leader” training on campus that was sponsored by Campus Life

Improved the Cstore/Game Room operations

- researched new system options, pros/cons

- phased out old system and implemented Square

 - system has less bells and whistles and is more user friendly

 - lower fees per swipe = now just a \$1 minimum to purchase

with credit card

- installed new apps for time keeping as well as cash counting for opening/closing procedures

- imported all inventory and cleaned up list

- new mobile card readers for fundraisers; lower fees

- worked with a team member to design new shirts for staff--coming soon

- re-stocked inventory

- *looking for a new team member-- T/TH availability, cash handling/POS system experience, customer service, gaming consoles

 - *EMTA stickers are now only available in the ID office (2nd floor of Pogue)

Payment requests and other forms were updated in BoroSync to be more user friendly

Vehicles

- dug them out of the snow and ran them a few times; 1 vehicle was used by an organization

 - changed wording on procedures

-ie. people may not drive if they are not listed on request and have received approval from our office

-the vehicle deposit fee is being decreased from \$50 to \$25--evaluate again at end of year

-still imposes a punishment for misuse/ abuse of privilege but it's not as expensive of a fee

Spring concert bid accepted; UPB to do reveal soon

H. University Supervisor, Mr. Sheppard - Report

1. No Report

Patterson comes in late at 6:10 PM

V. Committee Reports:

A. Organizational Review Committee - Report

1. No report

B. Student Interest Committee - Report

1. No report

C. Finance Committee - Report

1. No report

D. Public Relations Committee - Report

1. No report

VI. Old Business:

A. Model UN

1. Model un is a club dedicated to international relations, current events and politics

- a) They are representing Monaco a small country in the Model United Nations conference in New York City

(1) In their conference they will compete with other schools

(2) Try to get their position papers noticed

(3) The papers could potentially be used for real life issues that the actual united nations could look over

b) Something they can win and bring back is best delegation or best delegate

c) 12 students will be attending this conference

d) Departure from edinboro will be March 25th

They are asking for a total of \$2,603 coming from:

Hotel: \$1,716

Parking: \$750

Porterage fee: \$137

Motion to allot model un \$2,603 - Patterson

Second: Warnke

~Porterage fees are not allowed to be funded

~ Remove the \$137 porterage fee and that will bring the total down to \$2,466

[For: 0 opposed: 3 abstentions: 4]

****Motion fails****

Motion to allot Model UN \$2,466 - McCaskill

Second: Washburn

~Came from the price of the hotel \$1,716 and parking \$750

~There was confusion about the price of the hotel

- We brought Model UN representatives back in

~ the hotel fee was added wrong so it is actually \$1,695

[For:0 opposed:5 abstentions:2]

****Motion fails****

~Change the hotel room price from \$1,716 to \$1,695

Motion to allot Model UN \$2,445 - McCaskill

Second: Patterson

[For:5 opposed:0 abstentions:2]

****Motion passes****

VII. New Business:

A. Goals for this semester

1. We want to get a better name out there for SGA
 - a) Collaborate with more clubs on campus to come up with fun events
 - (1) Ja'Cobi had a meeting with african student association about an event
2. We talked about certain fundraisers in order to have more events
 - a) We want to have a larger flow of traffic in the SGA office! We want students to know that they can come up and hangout here and ask questions.
 - b) Meairra talked about how we should have more events like homecoming where everyone gets involved
3. We want to have another 90s party but make it larger such as a 3 day event

B. Committee times

Public Relations: Thursday 3:00-

Finance: Friday 3:00-

Constitutional Review: Thursday 4:00-

Student Interest: Wednesday 4:00-

C. General funds : \$46,399.94

****Amani arrived late at 7:05pm****

VIII. Announcements/Comments/Questions:

IX. Adjournment:

A. Motion for adjournment at 7:06 PM - franchock

B. Second: Warnke

[For:7 Opposed:1 Abstentions:0]

****Motion Passes****

Respectfully Submitted,

Erika Pfaff,
EUSGA, Inc. Vice President of Records