

Clubs and Organizations Commission

Department of Clubs and Organizations
Minutes for Saturday, November 19th, 2016 at 10 AM
Joe Crowley Student Union, Room 317, 3rd Floor

1. CALL MEETING TO ORDER

Director Long called the meeting of Clubs and Organizations to order at 10:07 AM in room 317 of the Joe Crowley Student Union. Presiding Secretary, Kaitie Christensen.

2. ROLL CALL

Director Long and all commissioners were present

A quorum was present.

3. PUBLIC COMMENT

There was no public comment at this time.

4. POLICIES, PROCEDURES, AND ADMINISTRATIVE ACTIONS

Director Long introduced the president and treasurer of the Rock Climbing Club and said the Rock Climbing Club requested tier two funding

Commissioner Wang said they have a unique case, trying to appeal the current policy on campus. They are trying to talk to the dean of Students to travel. Asked if they have an update from the dean.

Director Ayard said there was no response from the dean.

Commissioner Wang said they could not approve the letter without the response from the dean.

Rock Climbing Club said they could approve it with a stipulation that the appeal gets granted

Director Long said that if they get approved for travel under funding.

Commissioner Wang said that the funding and registration looked good.

Rock Climbing Club said they put on there for four.

Commissioner Wang said they appealed the 401 mile travel rule

Rock Climbing Club said it was round trip, four cars, 436 miles.

Director Ayard asked if this was to march

Rock Climbing Club said they need to register for the conference by November or December and they are requesting for this term.

Director Ayard said that if travel is not approved they can't use their funds to register if they don't know if they can go or not.

Rock Climbing Club said they would register once they heard back from the appeal.

Director Ayard asked when the funding period is over

POSTED ON OR BEFORE 9:00 A.M. ON THE THIRD WORKING DAY BEFORE THE MEETING.

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Director Long said it's the 6th of January.

Director Ayard said to keep in mind they can't process anything until there is proof of documentation

Director Long said they can approve with a stipulation that they need to get approval before funds are released.

Commissioner Wang moved to approve Rock Climbing Club for 2000 dollars for tier two funding with the stipulation that they get approval first.

Seconded by Commissioner Hidalgo

Director Long said if it is approved then the funding would have to be spent according to policy in this funding period

Commissioner Hidalgo said that if they are not spending until March then they should fund for that under that period.

Commissioner Bittar said that they would not have to wait for their approval to go through then

Director Long said that they wouldn't pay for gas until they travel anyways, which isn't in this funding period

Commissioner Wang said that if they pay for registration and then get denied for travel she was concerned

Rock Climbing Club said that they wouldn't pay for it until they got approved

Director Ayard asked if they had looked at other options of travel besides driving

Rock Climbing Club said they had documentation that said there was no other option

Commissioner Wang said they had a letter of equipment they needed to bring, and they could not bring it on a plane.

Director Ayard said they need to attach the letter on future funding requests.

Commissioner Wang retracted her motion.

Commissioner Bittar moved to strike nonfood line item two, gas.

Seconded by Commissioner Hidalgo

Motion carried.

Wang moved to approve Rock Climbing Club tier two in the amount of 1251 dollars.

Seconded by Commissioner Hidalgo.

Motion carried, tier two funding was approved in the amount of 1251 dollars.

Director Long introduced the President and Treasurer for PrePA. Asked if they were, ASUN elected or appointed officials.

PrePA said no.

Commissioner Tarr said he was looking on Jared's computer.

Commissioner Desamero asked what they edited this file on

PrePA said they edited it on Excel or Word

Commissioner Tarr said there is no ASUN logo and the table cloth prices did not match with the supporting documents, but he received an email clarifying that and it looked good now.

PrePA asked if the table cloth had to have the logo on it.

Commissioner Tarr said not on the table cloth.

Commissioner Tarr moved to approve in the amount of \$498.47

Seconded by Commissioner Bittar.

PrePA asked if they could switch to the Wolf Shop for the jackets after they got approved

Director Long said they could. There is no stipulation on where they spend their funds, just on the amount.

Motion carries unanimously. Tier four funding in the amount of \$498.47 dollars is approved.

Director Long introduced the President and Treasurer from American Red Cross International at Nevada. Asked if either were ASUN elected or appointed officials. Moved into their tier four application.

Commissioner Hidalgo said that they would "hav" to change the line item for the supporting documents. Asked if they ever sent the supporting documents for the posters

American Red Cross International at Nevada replied no.

Commissioner Hidalgo asked them to send them.

American Red Cross International at Nevada said they emailed it in the form they filled out in the supporting documents.

Commissioner Hidalgo said in the supporting documents he had a paint brush, markers, candy canes, water, but no paint. Asked if they had access to emails so they could send it to him. Everything else on the application besides the paint is good. He will change the price on the paint brush. Moved to change non-food item line three to unit price \$1.67 unanimously.

Director Long said seeing no dissent, the motion carries.

Commissioner Hidalgo moved to change nonfood item unit two to \$9.97 unanimously

Director Long said seeing no dissent the motion carries.

Commissioner Desamero said the application is in the amount of 359 dollars

Commissioner Hidalgo asked if they had a supporting documents for the posters.

American Red Cross International at Nevada said no.

Commissioner Hidalgo said it was a precedent that they set that they are to strike that line item from the supporting document. Moved to strike line item one under nonfood items from this application unanimously.

Director Long said seeing no dissent the motion carried.

Commissioner Desamero said amount of the application is now \$349

Commissioner Bittar moved to approve this application in the amount of 349 dollars

Seconded by Commissioner Ronquillo

Motion carried. Tier four funding in the amount of 349 dollars is approved.

Director Long introduced the president and the proxy for the treasurer of Arliss Club. Asked if they received a proxy email.

Commissioner Desamero asked who was filling in for treasurer

ARLISS Club said William Gabriel was filling in for treasurer

Director Long asked if either member of ARLISS club was an ASUN elected or appointed official

ARLISS Club said no

Commissioner Hidalgo said that everything looks good, they are funding for club dues and initial start

ARLISS Club said they were funding for student insurance packages

Commissioner Hidalgo moved to this approve application in the amount of 130 dollars.

Seconded by Commissioner Tarr

Motion carries. Tier four funding in the amount of 130 dollars is approved.

Director Long asked which organization was next.

SAIWII responded the Student Association of International Water Issues. Said the treasurer was on her way.

Commissioner Desamero said that if she couldn't come until later they would wait.

SAIWII asked why they were scheduled at the times they were.

Commissioner Desamero said that it was because they had so many applications they spanned different funding blocks.

Director Long moved discussion into Sigma Alpha Iota. Introduced the president and treasurer. Asked if either were ASUN elected or appointed officials.

Sigma Alpha Iota replied no.

Commissioner Tarr said he reviewed Sigma Alpha Iota's tier four application and it looked good.

Commissioner Wang said they are trying to use Custom Ink as their vendor but they will not print the ASUN logo because they are not affiliated with the university, so they need to use the Wolf Shop or another vendor who will print the ASUN logo instead.

Sigma Alpha Iota asked if they could change the design and then submit it before they print it
Director Long said that was okay as long as they sent it to their commissioners for approval

Commissioner Desamero said it just needed the logo

Sigma Alpha Iota said Custom Ink said they could put the logo on the sleeve

Commissioner Wang said they won't do that

Commissioner Tarr moved to approve the tier four application in the amount of 210 dollars.

Seconded by Commissioner Hidalgo

Commissioner Desamero asked if he needed to put a stipulation about changing the vendor to the Wolf Shop

Director Long said to put a stipulation about getting the design approved before funding is released. Told Sigma Alpha Iota there would be a stipulation before funds are released.

Motion carries unanimously. Tier four funding in the amount of 210 dollars is approved.

Director Long introduced the president and treasurer from ASCE Water Treatment Team. Asked if they were elected or appointed officials.

ASCE Water Treatment Team said no.

Commissioner Wang said they are part of ASCE so they go to the same conference, they are having two people go on a round trip flight and the registration fee is 80 dollars which is in the cap. Asked if they had any updated numbers. Move to approve ASCE Water Treatment Team for the amount of 398.35 dollars.

Seconded by Commissioner Hidalgo.

Motion carries. Tier two funding in the amount of 398.35 dollars is approved.

Director Long introduced the president and treasurer from the Society of Hispanic Professional Engineers. Asked if they were ASUN elected or appointed officials.

Society of Hispanic Professional Engineers said no.

Commissioner Tarr asked if they sent him the invoice

Society of Hispanic Professional Engineers said they were waiting to hear back, they got a quote for \$8.25 and they will get the funding for the \$2.25 from elsewhere

Commissioner Tarr asked if they can approve it with a stipulation for that, that they are in contact with the Wolfshop

Society of Hispanic Professional Engineers asked if they need a quote or an invoice.

Commissioner Tarr said they need some kind of price verification or supporting document

Commissioner Wang said they also requested for graduation cords and celebratory pins. Said we don't fund promotional items

Commissioner Desamero said those are on our no lists. It states that any promotion item that celebrates, honors or thanks an individual or a group.

Society of Hispanic Professional Engineer asked for the email to send the proofs to.

Commissioner Tarr gave his email to Society of Hispanic Professional Engineers

Commissioner Wang moved to unanimously strike nonfood items lines two and three

Commissioner Desamero said the amount would be 180 dollars

Commissioner Tarr seconded Commissioner Wang's motion

Motion carries. Tier four funding is approved in the amount of amount of 180 dollars

Director Long introduced the president and treasurer from the Society of Physics Students. Asked if either were ASUN elected or appointed officials.

Society of Physics Students said no.

Commissioner Tarr asked if they sent a t-shirt design.

Society of Physics Students replied they had it with them in a folder.

Commissioner Tarr asked them to pass it around. They have a t-shirt cap at 6 dollars, but they put seven in the application. They would reduce it to six and they would pay one.

Commissioner Tarr moved to nonfood item line one unit price to \$6 unanimously

Motion carried.

Commissioner Desamero said it was now an application in the amount of 180 dollars

Commissioner Wang asked where they would purchase their shirts from

The Society of Physics Students said they had a quote from Custom Ink.

Commissioner Wang said they do not print university affiliated logos. They used to but now they don't because they have to pay for the logo, so they suggest using Branded or the Wolf Shop. The Wolf Shop may be cheaper because they know the club is affiliated with the university.

Director Long said the Wolf Shop works really hard to keep within the six dollar cap, and it supports the Wolf Shop.

Commissioner Tarr moved to approve the tier four application in the amount of 180 dollars.

Seconded by Commissioner Ronquillo.

Motion carries. Tier four funding in the amount of 180 dollars was approved for the Society of Physics Students.

Director Long introduced the President, Vice President, and Treasurer of the Society of Women Engineers. Asked if any of them were ASUN elected or appointed officials.

Society of Women Engineers said no.

Commissioner Ronquillo asked the commission if they could round up the total for the sunglasses. If they round down they will be under the total price but if they round up they will be over by three dollars.

Commissioner Wang said the confusion is that they want 300 glasses at 2.50 plus 15 dollars for freight.

The Society of Women Engineers said they divided up the freight cost per each pair of glasses.

Commissioner Wang said they can't do that so they add the freight as a line item.

Commissioner Bittar moved to change nonfood line item three to unit price \$2.50.

Motion carries

Commissioner Ronquillo moved to add line item 10 for freight in the amount of 15 dollars

Seconded by Commissioner Hidalgo

Commissioner Desamero asked what the name was.

Commissioner Ronquillo clarified "freight"

Commissioner Bittar asked if they could fund down payments.

Director Ayard asked on what

Commissioner Bittar said on catering

Director Ayard clarified if he meant like a deposit.

Commissioner Bittar said yes

Director Miller asked for the total amount

Commissioner Wang said \$6,300

Director Miller said they would have to put a stipulation. Said that they should turn in their paperwork as soon as possible

Director Ayard asked if they had proxies and asked them to repeat their names

Director Long said this was still an application in the amount of \$2377.51

Commissioner Ronquillo asked if they could describe the amount they are requesting and why it's so expensive

The Society of Women Engineers said they had an issue getting people to come to their event and sign in and it was a difficult process. The app has a sponsorship page to see who is coming, check in early, you can take pictures of business cards.

Commissioner Desamero left the room at 10:45 AM.

Commissioner Ronquillo asked if they would keep the app forever or use it one time.

The Society of Women Engineers said they would use the app that one time. It shows the companies who come to the event, what they did.

Commissioner Tarr asked them to describe the event.

Society of Women Engineers said it's the same week as the college of engineering career fair, there are mocktails and a guest speaker to encourage networking and development.

Commissioner Desamero came back into the room at 10:46 AM.

Commissioner Ronquillo asked the amount

Director Long said it currently sits at \$2377.51

Commissioner Ronquillo moved to approve the tier one application in the amount of \$2377.51

Seconded by Commissioner Wang

Commissioner Wang said there was an issue with the thank you cards, the total comes out to \$423 which rounds the price up. In the documentation it said the amount was \$422.35 and she believed the Society of Women Engineers tried to combine the prices of the notecards, the envelopes and the foil instead of breaking the prices up into categories. They can't round up or down.

Commissioner Hidalgo said thank you cards are a promotional item that honors, thanks or congratulates individuals. They are not funded.

The Society of Women Engineers said they're not individuals, they're companies

Commissioner Wang said they just said they were thank you cards for the companies. Now there's the debate if the gift favors count as promotional items or not because they're also to honor, thank, or congratulate a group.

Commissioner Ronquillo said it's okay because it's just paper, it's not a plaque or a trophy.

Commissioner Hidalgo said we've said no to people who are trying to get things to honor or promote people earlier in the funding hearing

Commissioner Wang agreed that they denied cords which were the same as party favors

Commissioner Hidalgo asked for a roll call vote on non-food item lines two, four and six. Affirmative is fund it and negative is not fund it.

Director Long asked if this also applies to item three

Commissioner Wang said yes, two, three, four, and six

Director Long said to do a roll call vote to strike line items two, three, four, and six. Hay is to strike, nay to not strike

Motion passes. Line items two, three, four, and six were struck.

Director Long said line items two, three, four, and six are struck from the application. This is now an application in the amount of \$1390.18

Commissioner Ronquillo moved to approve this tier one application in the amount of \$1390.18

Seconded by Commissioner Bittar.

Motion carries. Tier one funding in the amount of \$1390.18 was approved for The Society of Women Engineers.

Director Long said they would now move into the tier four application.

Commissioner Tarr said they fund long sleeve t-shirts in the cap of 6 per shirt. They have to change the cap. Moved to change non food item line one to six unanimously.

Motion passes.

Director Long said this is now an application in the amount of 300 dollars.

Commissioner Tarr moved to approve this application in the amount of 300 dollars

Seconded by Commissioner Hidalgo

Motion carries. Tier four funding in the amount of 300 dollars was approved.

Director Long introduced the President and proxy for the treasurer of the Steel Bridge Competition Team. Asked if a proxy email was sent.

Commissioner Desamero said he received a proxy email.

Director Long asked if either were ASUN elected or appointed officials.

The Steel Bridge Competition Team said no.

Commissioner Wang asked how they chose which person would go to compete.

The Steel Bridge Competition Team said there were four groups who wanted to go from UNR, the canoe and water treatment, but they were limited and only sent one person, the project manager.

Commissioner Wang moved to approve the tier two application in the amount of 1\$60.78

Motion carries. Tier two funding in the amount of \$160.78 was approved

Director Long introduced the president and treasurer from The Student Association for International Water Issues. Apologized for the wait, said he wanted to take care of the others first because they had many applications. Asked if they were ASUN elected or appointed officials.

The Student Association for International Water Issues said no.

Director Long said they would move into their first tier one application in the amount of \$20

Commissioner Ronquillo said he reviewed their applications. He said they submitted two applications under the wrong club. They forgot to choose their club name. Also, based on policy the commission does not fund for monthly or weekly meetings.

The Student Association for International Water Issues said they thought that because the meetings were open to the entire student body and they were promoting to new people and to gain recruitment they could get funding

Commissioner Desamero asked if they were recruiting.

The Student Association for International Water Issues said they were trying to expand their involvement with more people and have money to advertise and expand

Commissioner Desamero asked Commissioner Ronquillo what they submitted under. There are two blank tier one applications in the amount of 20 dollars in the spreadsheet

Commissioner Ronquillo said the two that they submitted under the wrong club were correct spreadsheets, but the two under their name were blank spreadsheets

Director Long said they could filter CASPIO by the dollar amount

The Student Association for International Water Issues said he thought there were only two or three of those

Commissioner Ronquillo said they submitted four 20 dollar tier one applications and then two under another name.

The Student Association for International Water Issues said they have just those and then another called winter barbeque, those are food related items.

Commissioner Ronquillo said that their meetings are open to all students, but they only fund for one recruitment event per semester. They can only fund one of those meetings.

The Student Association for International Water Issues said they met with Clubs and Organizations and was under the impression that this was something that works

Commissioner Tarr said to clarify that weekly meetings are every week. The spirit of the policy is that every club would apply and get free food. Other clubs that aren't a weekly occurrence could apply and get food.

Commissioner Desamero said that their two applications are under the American Institution of Aeronautics and Astronautics. They incorrectly submitted under AIAA, that's what they were looking at.

Director Long said that with things that are incorrectly agendized, they couldn't be heard today because they have to be agendized correctly. Sought a motion to postpone until correctly agendized under their name. They can be heard at a later date, under the correct name.

Commissioner Desamero said it was just a logistics thing.

Commissioner Tarr said they still have other applications to hear

Commissioner Wang said this worked out because they have two non-blank excel sheets for the bi-monthly pizza meetings and the commission can fund one of those. They can either have December 7th or November 23rd. Move to indefinitely postpone the first three tier one applications for SAIWI.

Commissioner Desamero said only two are blank

Commissioner Wang said they can only have one and they chose December 7th.

Seconded by Commissioner Hidalgo

Motion carries. Fourth tier one application is approved in the amount of \$20.

Commissioner Ronquillo said the funding cap is 10 dollars per pizza

The Student Association for International Water Issues said they thought it was 20 dollars per pizza

Commissioner Ronquillo said in their line item it's 20 dollars for two large pizzas

Commissioner Ronquillo moved to change line item one to item name of large pizza in the amount of four at unit price of \$10

Commissioner Desamero said this was now an application in the amount of \$24

Commissioner Tarr said there is a deadline to have the money in their club account for their tier two application

The Student Association for International Water Issues said they have been communicating with them about that. There have been circumstances

Commissioner Wang said that SAIWI is a graduate club, so they fall under graduate student association funding. They do have more in their account but it's in their graduate student account and transferring between departments is difficult.

Director Long asked about the graduate account

Director Miller said that they can't get access to that account, someone else has to do it. It takes about two weeks to process the paperwork to get to their account

Director Ayard said they attempted to do this thinking it would transfer funds electronically, but they have to do a JV which takes longer. It wasn't enough time to make a check. The commission will have to decide if this is an exception

Commissioner Wang said there are enough funds but transfers cannot be made directly. It should have been made earlier, but it was an unforeseen circumstance. This email was November 15th.

Commissioner Tarr said over summer there was an instance where a club had an outside account and we allowed it under stipulation

Director Miller was concerned that they can't transfer money from a foundation account to a club account if the foundation account won't comply with getting the money by JV or TV

The Student Association for International Water Issues said they looked into it and they would write a check that would get brought over to the account

Commissioner Wang said that in another email they said they would only allow a transfer of funds with a specific purpose and if it is approved. The processing would take a while. They have a separate account, but it's from a foundation so it's the foundation's account.

Director Miller asked if there is a stipulation about when the funding has to be in the club account

Director Long said that was what they did in the summer, said the money would have to be in by a certain time.

The Student Association for International Water Issues said that they are still learning the process and that next time they will do everything in the time they need to.

Director Long said there are regulations on outside accounts

Director Miller said that this a foundation account so it's okay. If a foundation wants to donate to a club and receive a tax write off they do it through a foundation and we don't have access to the foundation. If the person donating to the club says they want it to go to the club then it would go to the club account. We don't have access to the foundation account.

Commissioner Ronquillo asked if they would like to approve this application

Commissioner Tarr said there is enough money to approve the tier one, and they can still hear tier two under stipulations they get money in a timely manner

Commissioner Ronquillo retracted his motion

Commissioner Tarr moved to approve the tier one application in the amount of 24 dollars
Seconded by Commissioner Bittar

Motion carries. Tier one funding is approved in the amount of 24 dollars.

Director Long moved the discussion into tier two funding for 708 dollars.

Commissioner Wang said the issue is the funding, having sufficient funds in their account. Asked what they are doing as a club.

The Student Association for International Water Issues said they raise money to go on international water missions. They go to Nicaragua and set up water quality labs to help people affected by impure water. They perform risk assessment.

Commissioner Wang asked how they determine who would go.

The Student Association for International Water Issues said there are four people, two grad students, Alexis and himself. Determined by involvement in the prior semester, dinners and involvement in the group in general, as well as you have to be 21 years old to go. There is a consensus among the advisors who will represent the club well.

Commissioner Wang moved to approve the fall tier two funding in the amount of 708 dollars with the stipulation that they put the funds in their account by December 5th, giving them two weeks.

The Student Association for International Water Issues said they hope this goes through but they don't have a date. Asked if they could have extra time just in case.

Director Miller said that it takes two weeks to process paper work, it takes 48 hours to process a check. This should be enough time.

The Student Association for International Water Issues said they can't access the funds

Commissioner Wang said they should take a roll call vote on funding. They could have asked the commission earlier, based on the precedent set in the summer we should set a time frame for this.

Commissioner Ronquillo asked if it would be easier with a set date

Director Miller said it would be easier with a set date if they are processing paper work

Commissioner Bittar doesn't want to penalize them if it's out of their control how they process the paperwork

Commissioner Wang said it's because they didn't look into the time it would take to process the paperwork. The communication wasn't early enough.

Commissioner Hidalgo said they should give them an extension

Commissioner Ronquillo asked if dead day was a good day to extend it to, December 14th.

Director Miller asked if they had been approved by risk management to travel

The Student Association for International Water Issues said they were waiting to get approval on this first

Director Miller said they need 30 days prior approval before they can submit an application for travel

The Student Association for International Water Issues said their travel starts January 5th and they will approve all final plans later this week

Commissioner Hidalgo seconded Commissioner Wang

Commissioner Ronquillo friendly amended a change to the deadline from December 5th to December 14th

Commissioner Wang accepted the amendment.

Director Long said this is now a motion to approve the application in the amount of 708 dollars with the stipulation that the funds will be in the account by December 14.

Director Miller asked if they needed a number how much would be in their club account

Director Long said yes, they could get that from the applications. 708 dollars is 60%

A roll call vote was held. Commissioners Bittar, Tarr, Carrasco, Ronquillo, and Hidalgo voted in favor. Commissioner Wang voted against.

Motion carries.

Director Long said that Commissioner Wang did not have to accept the friendly amendment if she didn't want to.

Commissioner Wang said they want to go to the Washoe Tribunal meeting. Requesting tier two funding. We fund gas at 54 cents for the unit price.

Director Long said dinners are looked at as catering.

Commissioner Wang said they denied a club for a retreat dinner but they have also said yes to catering in situations. Asked what kind of dinner they are having.

The Student Association for International Water Issues said they are traveling for a meeting to see about future plans for water projects, so they want to fund dinner on the road after they have been in a meeting for several hours and drove for hours.

Commissioner Ronquillo asked where they would have dinner and how they came up with 323 dollars

The Student Association for International Water Issues said the graduate president researched the restaurants in the area and found a medium price in the area.

Director Miller said to keep in mind the GSA rates, they look at the prices in different areas. Even if they got funded they can't go over a certain price in the area. If the cap is up to 15 dollars on the GSA website they can't go past that.

The Student Association for International Water Issues asked what website that was for the future

Commissioner Tarr moved to change the gas to 200 miles at a 54 cent rate. Moved to change nonfood item one gas to quantity 200 at 54 cents unanimously.

Motion carries.

Commissioner Desamero said application amount is at \$202.80

Director Long asked if anyone was looking up the GSA rate for meals

Director Miller said the website was gsa.gov, it breaks down food, hotels...

The Student Association for International Water Issues said that was a good standard to go by, rather than finding a restaurant.

Commissioner Tarr said the rates match up at 23 dollars. Moved to approve this application the rate of \$202.80

Motion carries in the amount of 202.80

Commissioner Bittar asked what their community service was

The Student Association for International Water Issues said they got involved with Truckee Meadows and have done some river cleanups with them. They are adopting a stretch of river and it will coincide with their winter barbeque.

Commissioner Bittar asked if the food was for the participants volunteering to clean

Commissioner Bittar moved to approve the tier four application in the amount of 142.66 dollars.

Motion carries. Tier four funding in the amount of 142.66 dollars was approved.

Commissioner Tarr said shirts are capped at six dollars. Asked if the hoodies have designs, and said they will be capped at 15 dollars. Tank tops are capped like tshirts at six dollars each.

Director Long said it needs the ASUN logo

Commissioner Tarr moved to change non-food item line two to unit price six, line three to unit price 15, line four to unit price six. Tier four has a cap of 1000 so we can approve up to 1000 dollars. Moved to approve tier four application in the amount of 1000 dollars.

Seconded by Commissioner Bittar.

Commissioner Tarr friendly amended with a stipulation that the design with the ASUN logo has to be submitted.

Motion carries for tier four application in the amount of 1000 dollars.

The Student Association for International Water Issues asked for the ASUN logo

Commissioner Desamero said it was on the funding website under Clubs and Orgs, club resources, under downloads. You can download the pdf.

Director Ayard asked them to repeat the applications

Director Long said the top three were postponed. Tier four \$1000, tier 2 \$708, tier 2 \$202.80 tier 1 \$24, tier 5 \$122.66

Director Long introduced the President and vice president from the Young Democrats of the University of Nevada. Asked if they received a proxy email.

Young Democrats of the University of Nevada said yes.

Director Long asked if either were ASUN elected or appointed officials.

Young Democrats of the University of Nevada said no

*Commissioner Bittar stepped out of the room at 11:33 AM
Commissioner Bittar stepped into the room at 11:35 AM.*

Commissioner Carrasco asked what they were requesting for

Young Democrats said shirts and stickers

Commissioner Bittar asked what the shirts were for

Young Democrats said for club members

Commissioner Tarr moved to approve this tier four application in the amount of \$750

Seconded by Commissioner Bittar

Motion carries in the amount of \$750 dollars

Commissioner Carrasco stepped out of the room at 11:38 AM

Director Long introduced the President and Treasurer from The Student Nutrition Association. Asked if either were ASUN elected or appointed officials.

The Student Nutrition Association said she worked for ASUN

Director Long said that was fine

The Student Nutrition Association said no, they were not ASUN elected or appointed officials

Commissioner Tarr said they emailed him the documents. For the pizza, they requested 10 dollars but on the supporting docs it's 9 dollars. They don't round so he will move it to \$9.95. Moved to change food item line one to \$9.95 unanimously.

Motion carries. Food item line one was changed to \$9.95.

Commissioner Desamero said this is now an application in the amount of \$411.02

Commissioner Tarr moved to strike food item line seven unanimously

Motion carries.

Commissioner Carrasco stepped back into the room at 11:40 am.

Commissioner Tarr asked if they were getting the pumpkin streusel, if the muffins and pumpkin streusel were the same thing

The Student Nutrition Association said they were not the same thing

Commissioner Tarr said they don't have prices for the muffins so they have to strike that. Moved to strike food item line seven.

Motion carries.

Commissioner Desamero said the supporting document has to match with the spreadsheet

The Student Nutrition Association said they submitted a price

Commissioner Tarr said they submitted a price when they asked, and he was wondering if they were the same thing.

He wanted to know if they were planning on getting the same thing

The Student Nutrition Association said they were probably the same thing

Commissioner Hidalgo said in the supporting documents they don't have muffins, they have pumpkin streusel, but in their spreadsheet they have muffins and they don't have pumpkin streusel.

The Student Nutrition Association said that makes sense, they are the same thing.

Commissioner Tarr moved to add food item line five item name pumpkin streusel quantity 8 at price of \$7.99 unanimously

Motion carries.

Director Long said in the future they can just rename it if they figure out they are the same thing.

Commissioner Wang said the unit prices were different, so they thought they were different things

Commissioner Tarr moved to approve the tier four application in the amount of 442.94 dollars.

Motion carries. Tier four application in the amount of 442.94 dollars is approved.

Director Long Introduced the President and Treasurer from Student Trauma Intervention Program. Asked if either of them were ASUN elected or appointed officials.

Commissioner Tarr said they requested a branded screen printing, they can split up the line items. The invoice has separate prices so the Excel document will reflect all the individual prices. Moved to change nonfood line one to unit price 11 and add line two screen printing charge, quantity 9. Line item two is screen printing charge quantity 90, price 250. Line item three, one-time set up fee quantity one price 20. Pass unanimously.

Commissioner Ronquillo friendly amended sweatshirts to 10 dollars

Director Long said Commissioner Ronquillo cannot friendly amend a unanimous motion

Commissioner Tarr said they had a design

Commissioner Ronquillo said the printing charges are separate

Commissioner Tarr moved to change nonfood item line one to ten dollars, add line two screen printing charge quantity 67 unit price \$2.50, add line three one time set up fee quantity one unit price twenty.

Seconded by Commissioner Hidalgo.

The Student Nutrition Association asked the commission to clarify what they just did.

Commissioner Desamero said they split up the line items for accounting purposes

Director Long said they changed the sweatshirt prices to ten dollars to reflect the cap

Commissioner Tarr said this now comes to a total price of 857

The Student Nutrition Association said they have 10-12 students here but they work with others and they want to provide sweatshirts because the weather is getting colder so they can advertise for the university. Commissioner Tarr said they can get 78 total sweatshirts for their price

Director Long said they are in discussion for the original motion

Commissioner Tarr friendly amends his motion to quantity 78

Director Long said 995 dollars for the motion

Commissioner Tarr moved to approve tier four funding in the amount of 995 dollars

Motion carries in the amount of 995 dollars.

*Secretary Chris Milner entered the room at 12:00 PM
Secretary Kaitie Christensen left the room at 12:10 PM*

Director Long states that we are going to hear from Association of Computing Machinery

Commissioner Ronquillo said that he reviews their application for little Caesars and asked if the amount they were asking for was the correct amount.

Representative from the Association of computing machinery stated that they do not post their prices online.

Commissioner Bittar stated that he was sure in the past they were able to do that before.

Director Long clarified that they made a stipulation that they needed to provide receipts.

Commissioner Hidalgo stated that we have to remember what we did with them in the previously. They just wrote me a paragraph of how much the Little Caesars would cost because everyone knows that it is 5 dollars a pizza.

However as far as our policies go we need proof before we can finance it. Therefore, we need you to take a picture proving that it was 5 dollars.

Commissioner Bittar suggested to google Little Caesars

Commissioner Ronquillo stated that due to the stipulation on your application that you would need to send us a document stating the prices and we would be able to fund you. Additionally is this a fundraising event for your club?

Representative from Association of Computing Machinery responded yes.

Commissioner Hidalgo then countered by stating since it is a fundraising event we are going to have to move it down to a tier 4, unless you are donating the proceeds to a charity or something along those lines.

Commissioner Tarr left the room at 11:50 AM

Commissioner Hidalgo moved to relegate this tier 1 application to a tier 4 application.

Commissioner Bittar seconded the motion

Director Long asked if there was any consent to the motion. Seeing none

The motion carries

Commissioner Hidalgo also moved to change food line item to the correct amount of 54.95

Director Long asked if there was any consent to the motion, seeing none

Motion passes

Commissioner Hidalgo moves to approve this tier 4 application for the correct amount of 372.43 with the stipulation that they send in a picture of little Cesar's pricing

Seconded by Commissioner Bittar

Director Long asked if there is any further discussion on the motion

Motion Carries

Commissioner Bittar moved into their tier three application.

Representative from Association of Computing Machinery stated that they wanted to do a board game night bimonthly that was for members only.

Commissioner Hidalgo stated that it is for members only to distress. Therefore, I see it more as a tier 4 application rather than tier 3.

Commissioner Bittar the only reason that it is a tier 3 is because they are discussing what their club wants to do in the future to develop.

Commissioner Carrasco these board games are a platform to develop better relationships. I do not see anything wrong with it.

Commissioner Bittar sought a motion to approve their tier 3 application for the correct amount of 30.97

Seconded by Commissioner Ronquillo

Director Long asked if there was any further discussion to the motion

All commissioners besides Funding Manager Desamero voted to approve the motion

The motion carries.

Director Long sought a motion to indefinitely suspend the application of Student Chapter of the Society of Range management's tier 2 application for the amount of 1851.50.

Seconded by Commissioner Bittar

Director Long asked if there was any further discussion on the motion, seeing none

Motion Carries

Director Long stated that we would now be reviewing the application of Alpha Sigma Phi tier 1 application

Commissioner Tarr entered into the room 12:01 PM

Representative from Alpha Sigma Phi stated that they would not need as much funding as they requested due to some food item line changes

Commissioner Ronquillo asked what the second food item change would be

Director Long stated that they needed to change food item line 12 to Floggers classic roast.

Commissioner Ronquillo reviewed their application on top of the things that you people wanted to change, the shirts cap is 6 dollars a shirt so we are going to need to change the amount from 9.86 to 6 dollars. Also for the event space, do you people mind moving to a smaller ballroom? Also, want to bring up the tip policy to catering.

Director Long stated that the tip needs to be below 20%.

Commissioner Bittar asked if they have put the ASUN logo on their shirts

Commissioner Ronquillo stated that on the back of their shirts they will need to add the ASUN logo in order to receive funding. Therefore send us an email that has the new design on it/

Commissioner Ronquillo moves to change non-food item line 1 to the unit price of 6 dollars, nonfood line item 2 to a unit price of 379.50.

Seconded by commissioner Hidalgo

Director Long asked if there was any decent to the motion, seeing none

Motion Carries

Director Long sought a motion to change food item 12 to item name of vultures classic

Seconded by Commissioner Hidalgo

Director Long asked if there was any further discussion to the motion, seeing none we will move into a vote

All voted to approve the motion

Motion Carries for

Commissioner Ronquillo moves to approve their tier 1 application for the amount of 1438.52

Seconded by commissioner Bittar

Commissioner Ronquillo amends himself adding on the stipulation that they send the new logo with ASUN on the back

Director Long asked how their cap was

Commissioner Wang stated that they are fine for tier 1

Director Long asked if there was any further discussion on the motion, seeing none

All voted to approve the application

Motion carries

Director Long stated that we will move into their tier 4 application

Commissioner Hidalgo stated that he reviewed their application and asked if this was the correct amount.

Representative of Alpha Sigma Phi stated that on the invoice it included tax but on the actual purchase it will not include tax

Commissioner Hidalgo stated that for the quantity it states you will need 48 while on the invoice it states the quantity will be 50, are you guys only getting 48?

Representative of Alpha Sigma Phi stated that it needs to be changed to 50

Commissioner Wang stated that before we make any changes that they will be exceeding their cap, under tier 4 funding you have 389.90 cents left

Commissioner Hidalgo stated that he was confused because on the invoice does not match the supporting documents.

On the invoice you wanted a specific color where on the supporting documents it does not.

Representative of Alpha Sigma Phi stated that they just removed that

Commissioner Hidalgo stated that the logo that you guys are using is the Athletics logo.

Director Long stated that they need a release for that so we will need to send over the logo to Amy and she will either change the logo or get a release signed

Commissioner Hidalgo also stated that they have the Nevada logo but they need to have the asun logo

Commissioner Hidalgo moves to change nonfood item line 1 to a quantity of 50 unanimously.

Director long asked if there is an descent to the motion, seeing none

The motion carries

I moved to destroy nonfood item line 4 from this application unanimously.

Director Long asked if there was any descent to the motion, seeing none

Motion Carries

Commissioner Hidalgo moves to approve this tier 4 application for the correct amount of 389.90

Seconded by commissioner Carrasco

Director Long asked if there is any discussion

All voted to approve the tier 4 application

Motion Carries

Director Long now moved in the Men's Lacrosse tier 4 application. This application was improperly agenzized so we will not be able to take any action on this application but we will be able to discuss it. The application was submitted online under the name Acroyoga.

Director Long asked when the date of the event was

Representative from Men Lacrosse stated that it was not an event it is a tier 4

Commissioner Hidalgo stated that they sent him an email at 9:53 the night prior and wanted to make sure that going forward will need to enforce the 24 hour policy.

Commissioner Bittar stated that it does not violate the 24 hour policy because they are unable to take any action on the application.

Commissioner Wang stated that they wanted shorts and believes that this would fall under undergarments which has a cap of 10 dollars per item . On the application, it states that you wanted them for 20 dollars. Did you send a screen shot?

Representative from Men Lacrosse stated that they did send a screen shot of the invoice and they already get a discount because of an alumni.

Director Long sought a motion to indefinitely suspend the tier 4 application of Acroyoga for 1540.80

Commissioner Bittar so moved

Seconded by Commissioner Wang

Director Long asked if there is any discussion on the motion

Director Long informed Men's Lacrosse that they will know what they decided on in two weeks' time.

Commissioner Hidalgo wanted to bring up that on the supporting documents there is a screen shot of the actual price for the socks and the shorts and in the invoice it has the discounted price.

Commissioner Hidalgo entered the room at 12:13 PM

Director Long moved into a vote
All voted to approve the motion

Commissioner Hidalgo abstained

Motion carried

Director Long stated that now we have moved into the American Institute of Aeronautics and Astronautics tier 2 application.

Director Long stated that you need another representative from your organization seeing that you are president of your organization we will need your treasurer to attend.

The application for the American Institute of Aeronautics and Astronautics has been postponed until further notice.

Director Long addressed the new club sitting at the table The Circle K international, club of University of Nevada Reno.

Director Long asked if either of them were ASUN appointed officials

Both representatives stated no

Director Long asked them to explain what their request was for

A representative stated that this was a once a year convention that clubs from all other schools attend to and that they want to send two representatives from their organization to represent them.

Commissioner Hidalgo reviewed their request and asked if they sent in the supporting documents to any of the commissioners

Commissioner Ronquillo stated that he received the documents and it looked to match the requirements

Commissioner Hidalgo stated that their application looked good, except they have exceeded their limit therefore will only be eligible to be approved for 207.47

Director Long asked if they should move it to a vote

Commissioners Agreed

Director Long motioned to approve the request of the Circle K international Club of Nevada Reno.

Commissioner Bittar seconded the motion

Director Long stated that everyone in favor of approving the request for 207.47 designate by stating ay.

Everyone voted to approve the request

Director Long stated that the motion for 207.47 carried.

Next Director Long addressed the club Theta Tau Professional Engineering Fraternity

Director Long asked if either representative was an ASUN appointed official

Both stated that they were not appointed ASUN

Commissioner Bittar asked when they sent their supporting documents for their tier 4 application of 131.82

One of the representatives stated that they just sent in their supporting documents the night prior

Commissioner Bittar stated that they need a 24 hour notice to review the material therefore they were not able to come to a decision on this request. He stated that they will take this one off the table and then they can make an action on it the next meeting.

Commissioner Bittar then moved to their second tier 4 application for 800. He stated that they have actually more in their budget. They have an additional 84.16 in their budget because they have more members than stated in their supporting documents

Commissioner Bittar stated that we should put it to a vote

Director Long agreed

Director Long motioned to approval of the tier 4 application for the Theta Tau Professional Engineering fraternity for 884.16

Commissioner Hidalgo seconded the motion

Director Long stated that everyone in favor of approving the tier 4 application designate by saying ay

Everyone voted yes

Director Long asked if there were any abstentions to the motion

No one replied

The motion carried for 884.16

Next to the table was the undergraduate chemistry Club

Director Long asked if either of them were ASUN appointed officials

Both representatives stated that they were not ASUN appointed officials

Director Long asked what their application was for

One of the representative stated that their application was in an effort to buy more models and have a speaker come out and speak to their club

Commissioner Wang stated that she reviewed their application and it looked like all the supporting documents looked to be in place. However, she had a question about line item 4 that stated that they needed new equipment.

Representative from the club stated that equipment was the new models.

Commissioner Wang stated that they should amend line item 4 to say models rather than equipment.

Commissioner Wang motioned to change line item 4 from equipment to models.

Commissioner Tarr seconded the motion

Director Long stated that everyone in favor of changing line item 4 from equipment to models designate by stating ay.

Everyone voted yes

Motion carried

Commissioner Wang then stated that they application looked good however they were able to gather more funding due to the speaker being an educational factor for their club. They now are able to apply for 517.60

Commissioner Wang stated that the application is good and can be voted on now

Director Long motioned to approve the tier 4 application of the Undergraduate Chemistry Club for 517.60

Commissioner Bittar seconded the motion

Director Long stated that everyone in favor of approving the application please designate by saying aye.

Everyone voted yes

Director Long asked if there were any obstinacies.

No one responded

The motion carried for 517.60

Next Director Long asked if any of the representatives from UNR Disc Golf Club were ASUN appointed or elected officials

Both of them stated that they were not

Commissioner Hidalgo stated that he looked over their application their application seemed to be clean all the way through

Commissioner stated that their application could be voted on

Director Long sought a motion to approve the application for 667.50

Commissioner Hidalgo seconded the motion.

Director Long asked that everyone in favor of approving the application for 667.50 designate by saying ay

Everyone voted yes

Commissioner Wang obtained

Director Long asked if there were any abstentions to the motion

No one responded

Motion Carried for 667.50

UNR winter sports club was next up on the table

Director Long asked if of the representatives were ASUN either appointed or elected officials

Both stated that they were not

Director Long asked them to elaborate on what their application was for

Representative stated that they wanted to fund a club trip to the mountain where they could all participate skiing and snowboarding at Mount Rose

Commissioner Carrasco stated that she reviewed their application. They have stated that they need an additional 84.50 per person in their club.

Director Long asked if there were any issues with their application

Commissioner Carrasco stated that there were none

Director Long motioned to approve the application for 1000 dollars

Commissioner Bittar seconded the motion

Director Long stated that everyone in favor of approving the application for 1000 designate by stating aye

Everyone voted yes

The motion carried for 1000

Next to the table was the Wolf Pack Veterans club

Director long asked if any of their representatives were either appointed or elected ASUN officials.

Both of them stated that they were not

Commissioner Wang stated that she reviewed their application and everything was good

Director Long stated that they would vote on this tier 2 application

Director Long sought a motion to approve the application for 338.94

Commissioner Wang seconded the motion

Director Long stated that everyone in favor of approving the application for 338.94 designate by saying aye

Everyone voted yes

Commissioner Hidalgo abstained

Director Long asked if anyone had any decent to the motion

No one replied

Motion Carried for 338.94

Director Long passed the gavel to Funding Manager Desamero
Director Long left the room at 1:00 PM

Funding Manager Desamero asked if either representative is an ASUN appointed or elected official

Both said they were not

Comissoner Hidalgo stated that he reviewed their application and all of their supporting documents were there

Commissioner Hidalgo stated that their application was ready to be voted on

Funding Manager Desamero motioned to approve the application for 1315.20

Commissioner Wang seconded the motion

Funding Manager Desamero stated that everyone in favor of approving the application for 1315.20 designate by stating aye

Everyone voted yes

Funding Manager Desamero asked if there were any obstencins to the motion

No one replied

Motion carried for 1315.20

Director Long entered the room at 1:05 PM

5. REPORT OF THE DIRECTOR OF CLUBS AND ORGANIZATIONS

Yesterday I forgot to mention intern assignment to everyone. We are still looking to rotate them through the department, in the next couple of weeks we will do another rotation.

6. REPORT OF THE CLUB SUPPORT FUNDING MANAGER

7. REPORT OF THE COMMISSIONERS

i. Luke Bittar, Sports and Recreation

Yesterday we had sports counseling meeting, thank u to bittar to giving his presentation on the new funding Manuel. Once you get the direction of the

ii. Roderick Hidalgo, Greek Life/Service and Community Outreach

Nothing new to report

iii. Adam Tarr, Pre-Professional and Academic: Arts, Business, & Education

I met with club sports counsel and went to the presentation of the next upcoming policy changing, it went well I believe that commissioner hidalgo is in charge of setting up the focus group.

Commissioner Hidalgo agreed that he was in charge

iv. Rachel Wang, Pre-Professional and Academic: Science & Engineering

We are going to be starting a new project soon, and are trying to reach out to... I cannot make it to their meeting because that is when I have class, I need a connection, and I refuse to make a creepy text my next move. To speak on that that I have been hearing a bunch form senators, so if you do hear these rumors or they have questions have them come talk to us instead of spreading around stuff that is most likely not true.

v. Casandra Carrasco, Multicultural & Diversity

They all went smoothly, many people ended up showing up.

- vi. Kenneth Ronquillo, Campus Life/Faith Based/Social & Political Involvement
Working on the newsletter for December/January but the newsletter has been getting better and more people are clicking on the move links that are on the document. People are actually reading this stuff.

8. APPROVAL OF MINUTES

- a. September 30th, 2016
- b. October 19th, 2016
- c. November 9th, 2016
- d. November 18th, 2016 @ 4 PM
- e. November 18th, 2016 at @ 4:45 PM

Block	Time	Club Name	Tier Requested	Amount Requested	Tier Approved	Amount Approved
A	10:00 AM	Producing Respectable Educated Physician Assistants - PrePA	Tier 4	\$498.47	4	\$498.47
	10:00 AM	American Red Cross International at Nevada	Tier 4	\$329.16	4	\$349
	10:00 AM	ARLISS Club	Tier 4	\$130.00	4	\$130
	10:00 AM	ASCE Water Treatment Team	Tier 2	\$663.92	2	398.35
	10:00 AM	Rock Climbing Club	Tier 2	\$2,000.00	2	\$1251
	10:00 AM	Sigma Alpha Iota	Tier 4	\$210.00	4	\$210
	10:00 AM	Society of Hispanic Professional Engineers	Tier 4	\$558.00	4	\$180
B	10:30 AM	Society of Physics Students	Tier 4	\$210.00	4	\$180
	10:30 AM	Society of Women Engineers	Tier 1	\$3,962.52	1	\$1390.18
	10:30 AM	Society of Women Engineers	Tier 4	\$650.00	4	\$300
	10:30 AM	Steel Bridge Competition Team	Tier 2	\$160.78	2	\$160.78
	10:30 AM	Student Association for International Water Issues	Tier 1	\$20.00	-	-
	10:30 AM	Student Association for International Water Issues	Tier 1	\$20.00	-	-

Department of Clubs and Organizations Minutes

Saturday November 19

Page 28

	10:30 AM	Student Association for International Water Issues	Tier 1	\$20.00	-	-
C	11:00 AM	Student Association for International Water Issues	Tier 1	\$20.00	Tier 1	\$24
	11:00 AM	Student Association for International Water Issues	Tier 5	\$142.00	4	\$142.66
	11:00 AM	Student Association for International Water Issues	Tier 4	\$2,054.00	4	\$1000
	11:00 AM	Student Association for International Water Issues	Tier 2	\$708.00	2	\$708
	11:00 AM	Student Association for International Water Issues	Tier 2	\$263.00	2	\$202.80
	11:00 AM	Student Chapter of the Society for Range Management	Tier 2	\$1,851.50		
	11:00 AM	Student Nutrition Association	Tier 4	\$411.42	4	\$442.94
D	11:30 AM	Student Trauma Intervention Program	Tier 4	\$1,000.00	4	\$995
	11:30 AM	The Association for Computing Machinery	Tier 1	\$372.47		
	11:30 AM	The Association for Computing Machinery	Tier 3	\$51.61		
	11:30 AM	Acroyoga Club	Tier 4	\$1,540.80		
	11:30 AM	Alpha Sigma Phi	Tier 1	\$4,105.73	T1	1438.52
	11:30 AM	Alpha Sigma Phi	Tier 4	\$539.80	T4	389.90
	11:30 AM	American Institute of Aeronautics and Astronautics	Tier 2	\$2,000.00	T2	2000
E	12:00 PM	American Institute of Aeronautics and Astronautics	Tier 1	\$20.00		
	12:00 PM	American Institute of Aeronautics and Astronautics	Tier 1	\$20.00		

	12:00 PM	The Circle K International Club of University of Nevada, Reno	Tier 5	\$239.65	T5	207.47
	12:00 PM	The UNR Chess Club	Tier 4	\$44.99	T4	44.97
	12:00 PM	Theta Tau Professional Engineering Fraternity	Tier 4	\$131.82		
	12:00 PM	Theta Tau Professional Engineering Fraternity	Tier 4	\$800.00	T4	884.16
	12:00 PM	Undergraduate Chemistry Club	Tier 4	\$482.62	T4	517.60
F	12:30 PM	UNR Disc Golf Club	Tier 4	\$667.50	T4	667.50
	12:30 PM	UNR Student Chapter of The Wildlife Society	Tier 4	\$250.00		
	12:30 PM	UNR Winter Sports Club	Tier 4	\$1,200.00	T4	1000
	12:30 PM	Urban Dance Club	Tier 4	\$448.00	T4	448.00
	12:30 PM	Wolf Pack Aquatic Club	Tier 4	\$1,799.65	T4	1000
	12:30 PM	Wolf Pack Veterans Club	Tier 2	\$338.40	T2	338.94
	12:30 PM	Women's Ultimate Frisbee	Tier 4	\$298.71	T4	298.71
G	1:00 PM	Young Democrats of U of N	Tier 4	\$750.00	T4	750
	1:00 PM	Nevada Blue Key Honor Society	Tier 2	\$1,315.20	T2	1315.20

9. STAFF REMARKS

10. REMARKS

Director Ayard: For those of you who have new clubs in your correlation and make sure that they come to the meeting and make sure those things are going well so we can take care of them and make sure they get all of their documents in. As far as the club fair is coming up soon and make sure that they come out and represent their clubs. Let me know who is going to be working on what besides from the logistics. I will be here Monday but will be gone Tuesday and the rest of the week. The food training is finally complete if you go to the ASUN resources page people will have a bigger event that will be dealing with food. Start talking to organizations about this food training, it is going to implemented for sure next semester and there is a PowerPoint with a quiz and a video. So you are all familiar with it. you will be able to see it on the website and it is not the fancy sink, it will be a bucket of water, if we have good traffic we can start to purchase more

11. PUBLIC COMMENT

Director Long said everyone go to stroll for tots. Wish trees first in the ASUN and the Joe and if that is something, you guys want to pair with me on. White elephant exchange. – If one of you want to take the lead.

12. ADJOURNMENT

Director Long adjourned the meeting of the Department of Clubs and Organizations at 1:16 pm.