

8.29.25 Minutes

Director Hess: We'll move into **agenda item two**, roll call.

Director Hess: Present

Assistant Director Gibson: Present

Assistant Director O'Brien: Present

Commissioner Drapacz: Present

Commissioner Patel: Present

Commissioner Hoefler-Phillips: Present

Commissioner Nepa: Present

Commissioner Coleman: Present

Commissioner Pelletti: Present

Commissioner Gomez: Present

Commissioner Pfannes: Present

Quorum is present.

Director Hess: We will now move into **agenda item three**, public comment. Is there any public comment at this time?

Maddie Wilson: Good morning. For the record, Maddie Wilson, Assistant Director for Clubs and Organizations with the ASUN Center for Student Engagement. I want to start by introducing Natalia Rasmussen, who is a student worker in the Accounting Office and will be attending all of the fall.

I also want to share that registered clubs and organizations are eligible to participate in the upcoming Pride Parade on Saturday, September 6th, starting at 10 a.m. If your club wants to participate, please take a business card. We have them down at the end of the table, kind of where the trash can is, and email Luis Aguilar Herrera. You can participate as a group or as individuals.

I have a few purchasing reminders before we begin. Once your funding request is approved, ensure that your ASUN club account has the necessary funds before submitting any travel, Amazon, or credit card requests. After meeting all of the funding requirements and receiving approval, you need to submit a purchasing card or Amazon request form on PackLife, located under your organization's page in the forms section.

Please allow 48 business hours for the Accounting Office and the Center for Student Engagement to update your purchasing card information after submitting the request. Approved funds are available for use for 30 days from the date of this approval. Please ensure that you submit your complete request at least 30 days before travel. You must get full approval before making any travel purchases, such as airfare or conference registrations.

When using the University Purchasing Card, please submit your itemized receipt within 24 hours of checking out with a P-Card. Ensure that your receipt does not include tax, and note that donations and tips are capped at 20%. If you have any questions, please don't hesitate to contact the Accounting Office. Thank you.

Director Hess: Any other public comment at this time? Seeing none, we'll now move into **agenda item four**, Policies, Procedures, and Administrative Actions. The commission will hear the following club support funding requests.

Director Hess: We'll move into Bookbees. Are you guys here? Please state your names and positions for the record.

Club Representative: We're just looking for money to buy books for our book club this semester and snacks for meetings.

Director Hess: Perfect. Who reviewed this request?

Commissioner Hoefer-Phillips: I did. I move to approve the Bookabees Operations application in the amount of \$332.00.

Commissioner Patel: Second.

Director Hess: All those in favor say aye. *Aye*. Opposed? Abstentions? Seeing none, motion carries.

Director Hess: We will now move into Alpha Phi Gamma. Are you guys here? Please state your names and positions for the record.

Club Representative: We're requesting \$31.72 for supplies to host a fundraiser.

Director Hess: Who reviewed this request?

Commissioner Nepa: I did. I move to add a stipulation that Alpha Phi Gamma deposits sufficient funds into their club account before accessing ASUN funds, by unanimous consent. Motion carries. I then move to approve Alpha Phi Gamma's on-campus application in the amount of \$31.72.

Commissioner Patel: Second.

Director Hess: All those in favor say aye. *Aye*. Opposed? Abstentions? Seeing none, motion carries.

Director Hess: We will now move into Lambda Phi Xi. You have a few applications. Please state your names and positions for the record.

Amanda (Club Representative): I'm Amanda, I'm a resident.

Director Hess: Are any of you ASUN elected or appointed officials?

Amanda: No.

Director Hess: Please tell us about your first request.

Amanda: For our first one, we're requesting \$3,918.00 for snacks for our information meeting to kick off rush.

Commissioner Coleman: I move to approve Lambda Phi Xi's on-campus application in the amount of \$3,918.00.

Commissioner Patel: Second.

Director Hess: All those in favor say aye. *Aye*. Opposed? Abstentions? Motion carries.

Amanda: Our second application is for a Q&A event, requesting \$7,401.00.

Commissioner Coleman: I move to approve Lambda Phi Xi's on-campus application in the amount of \$7,401.00.

Commissioner Gomez: Second.

Director Hess: All those in favor say aye. *Aye*. Motion carries.

Amanda: Our third application is for a rush event with diamond painting, requesting \$52.95.

Commissioner Droapacz: I move to change non-food line item 5 unit price to \$9.99 by unanimous consent. Motion carries. I move to approve Lambda Phi Xi's on-campus application in the amount of \$52.95.

Commissioner Gomez: Second.

Director Hess: All those in favor say aye. *Aye*. Motion carries.

Amanda: Our final application is for general repairs and operations, requesting \$80.03.

Commissioner Drapacz: I move to approve Lambda Phi Xi's operations application in the amount of \$80.03.

Commissioner Gomez: Second.

Director Hess: All those in favor say aye. *Aye*. Motion carries.

Director Hess: We will now move into Hiking Club. Please state your names and positions for the record.

Jackson: I'm Jackson, the President.

Emma: I'm Emma, the Treasurer.

Director Hess: Are either of you ASUN elected or appointed officials?

Jackson: No.

Director Hess: Please tell us about your request today.

Jackson: We're requesting \$307.20 for our trail mix mixer event.

Commissioner Pfannes: I move to approve Hiking Club's operations application in the amount of \$307.20.

Commissioner Patel: Second.

Director Hess: All those in favor say aye. *Aye*. Motion carries.

Director Hess: We will now move into Honors Student Council. Please state your names and positions for the record.

Natalia: Hi, I'm Natalia, the Treasurer.

Director Hess: Please tell us about your request today.

Natalia: We requested \$289.97 for James Browns for an event at the Honors College.

Commissioner Patel: I move to approve Honors College Student Council's on-campus application in the amount of \$119.98.

Commissioner Gomez: Second.

Director Hess: All those in favor say aye. *Aye.* Motion carries. We'll move into NAMI. Are you guys here? Please state your names and positions for the record.

Sabrina Sebelmeyer: Hi, I'm Sabrina, the President of NAMI at UNR. We're requesting \$80.25 for our first meeting. We deposited \$50 into our account, but I don't have a second officer present.

Director Hess: Okay, we'll defer this request until the next hearing.

Colby King: I'm Colby, the President.

Juliana Smith: I'm Juliana, the Treasurer.

Colby: We're requesting \$5,925.47 for airfare and registration for 11 board members to attend our conference in D.C.

Commissioner Patel: Thank you for making changes. I move to change food line item one and two to non-food line item one and two by unanimous consent. Motion carries. I move to approve PRSSA's travel application in the amount of \$2,962.74.

Commissioner Nepa: Second.

Director Hess: All those in favor say aye. *Aye.* Motion carries. We'll move into UNRtists. Are you guys here? Please state your names and positions for the record.

Club Representative: We're requesting \$104.86 to run our first clay art meeting.

Commissioner Pelletti: I move to approve UNR Artists' operations application in the amount of \$104.86.

Commissioner Nepa: Second.

Director Hess: All those in favor say aye. *Aye.* Motion carries.

Logan: I'm Logan, the Secretary.

Julian Bain: Standing as proxy for the Treasurer.

Logan: We're requesting \$550.00 for AMTA registration and case packets.

Commissioner Gomez: I move to approve Nevada Mock Trial Team's operations application in the amount of \$550.00.

Commissioner Patel: Second.

Director Hess: All those in favor say aye. *Aye.* Motion carries. We'll move into Medlife. Are you guys here? Please state your names and positions for the record.

Club Representative: We had our hearing last week, but our form is no longer active. Our request was for \$703.56.

Director Hess: You're not listed on this week's agenda, so we'll defer your request until the next hearing.

Director Hess: We will now move into **agenda item five** report of the director. Hi guys, I hope your first week of school went really well. I've just been working on some logistics in terms of Fall Club Fair. As you know, it got moved from this Thursday to next Thursday. It will still be in the Quad, same time, 4 to 7 p.m.

If any clubs are reaching out, just let them know the event details are the same, they can still show up. I'll be finalizing and sending out hour-by-hour schedules this weekend.

In addition, please remember to refer to the Box when you're reviewing funding applications. We want to make sure our motions are consistent throughout and these applications are as accurate as possible. Don't hesitate to reach out to me or Nola if you need help reviewing.

Other than that, have a great Labor Day weekend, and I'll see you all Thursday at Club Fair.

Director Hess: We will now move into **agenda item six** reports of the assistant directors. Do you have a report, Nola?

Assistant Director O'Brien: Yes. Make sure that when you're approving on-campus applications, you only approve them for half. For example, the Lambda Phi Xi application for \$56.95 should have only been approved for \$28.48. Just make sure you say the half, the 50%, in your motion.

Director Hess: Any questions for Assistant Director O'Brien?

None.

Director Hess: Assistant Director Gibson, your report?

Assistant Director Gibson: The interns — we're going to try to meet next week for the first time. They're also going to help either set up or take down for Club Fair, so that's an opportunity to get to know them. If someone's helping you hold up a table, that's probably them — no one else would want to do that.

Also, I need everyone's Canva "get to know me" graphic. If I don't get them, I'll just put your name on a random picture and it'll look kind of lame. That's it.

Director Hess: Any questions for Assistant Director Gibson?

None.

Director Hess: We will now move into **agenda item seven** report of the commissioners. Do any of the commissioners have a report to give?

None.

Director Hess: We will now move into **agenda item eight** approval of minutes. There are no minutes to approve.

Director Hess: We will now move into **agenda item nine** remarks. Are there any remarks at this time?

None.

Director Hess: We will now move into **agenda item ten**, public comment. Is there any public comment at this time?

Natalia Rasmussen: For the record, I work in the Accounting Office. Regarding PRSSA — they were approved for \$2,962.74, but they are short in their account by \$819.08 for the other 50% to be covered. Jared emailed me, but it looks like they still haven't deposited the full amount.

Director Hess: Jared told me they deposited \$2,140. So if they still need \$819 more, I'll email them.

Natalia Rasmussen: Okay, sounds good.

Director Hess: Thank you. Any other public comment?

None.

Director Hess: Seeing no further public comment, this meeting is adjourned at 10:21 a.m. Thank you all, and have a great Labor Day.