

9.12.25 Minutes

Director Hess: Hey guys, so we're going to get started. I call this meeting of the Department of Clubs and Organizations to order on Friday, September 12th at 10:04 a.m. in the Rita Laden Senate Chambers. We will move into **agenda item two**, roll call. I'll call roll today.

Director Hess: Present

Assistant Director O'Brien: Present

Assistant Director Gibson: Absent, excused

Commissioner Dropach: Here

Commissioner Patel: Absent, excused

Commissioner Hoefler-Phillips: Here

Commissioner Nepa: Absent, excused

Commissioner Coleman: Present

Commissioner Peletti: Present

Commissioner Gomez: Present

Commissioner Fanes: Here

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: Yes. Good morning. For the record, Maddie Wilson, Assistant Director of Clubs and Organizations with the ASUN Center for Student Engagement. I just have a few purchasing reminders before we begin. Only clubs that have completed the ASUN renewal or registration process and received approval can receive club funding. Please ensure this process is complete before submitting a P-Card request if your funding request is approved.

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 funding requirements and receiving approval, submit your purchasing card or Amazon request form on PackLife, located under your organization's page in the form 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. That's not 48 hours after today, it's 48 hours after submitting your purchase card request.

Approved funds are available for use for 30 days from the date of approval. Ensure that you submit your complete request at least 30 days before travel, allowing our business office sufficient time to approve it. You must get full approval before making any travel purchases such as airfare or conference registrations. When using the university purchasing card, you must submit your itemized receipt within 24 hours of checking out the card. Ensure your receipt does not include tax, as 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: Is there 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. We'll move into the Interfraternity Council. Are you guys present? All right. We will move into Friends of MSF. Are you guys here? Okay, we'll move back into you guys. No worries. We'll now move into Lettuce Club. Are you guys here? Okay, come up. Please state your names and positions for the record.

Jonathan Stoll: I'm Jonathan Stoll, President.

Emilio: I'm Emilio.

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

Jonathan & Milo: Yes. No.

Director Hess: Tell us about your request today.

Jonathan Stoll: We are doing a lettuce eating night, and we are going to buy heads of iceberg lettuce and dressing, \$50.

Director Hess: Perfect. Who reviewed this request?

Commissioner Pfannes: I did. Everything looked good, so I move to approve Lettuce Club's operations application in the amount of **\$37.60**.

Commissioner Gomez: Second.

Director Hess: Any further discussion? Seeing none, all those in favor say aye. *Aye*. Opposed? Abstentions? Seeing none, motion carries. You guys are all set.

Director Hess: We'll now move into the Public Health Student Advisory Board. Are you guys here? Come up. Please state your names and positions for the record.

Kate Shosky: My name is Kate Shosky, I'm the President.

Brian Johnson: My name is Brian Johnson, I'm the Secretary.

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

Both: No.

Kate Shosky: We're requesting funds to help fund food and beverages for the School of Public Health Insure Week mixer, which is a kickoff event for students to network with faculty, other students, clubs and boards, and hear presentations from faculty and program directors.

Director Hess: Who reviewed this request?

Commissioner Peletti: I did. A couple of non-food items need to be changed, so I move to change non-food line item two to a unit price of **\$9.98** by unanimous consent. Motion carries. I move to change non-food line items 10 and 12 to a unit price of **\$7.92** by unanimous consent. Motion carries.

I also move to add a stipulation that Public Health Student Advisory Board adds **\$94.85** into their club account before accessing ASUN funds by unanimous consent. Motion carries.

I move to approve Public Health Student Advisory Board's on-campus application in the amount of **\$104.85** by unanimous consent.

Commissioner Pfannes: Second.

Director Hess: Any discussion? Seeing none, all those in favor say aye. *Aye*. Motion carries. You guys are all set.

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

Brandon Gomez: My name is Brandon Gomez, I'm the proxy for the Treasurer.

President: I'm the President.

Director Hess: Okay, and your Treasurer isn't here?

Brandon Gomez: She's not answering.

Director Hess: Okay. Can you state your name and position for the record?

Treasurer (by phone): [States name and position.]

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

All: No.

President: We're requesting **\$97.07** for clay materials for our first meeting so students can make their own pottery and sculptures.

Director Hess: Who reviewed this request?

Commissioner Coleman: I did. I move to change non-food item five, item two, to a unit price of **\$9.99** by unanimous consent. Motion carries. I move to approve UNR Artists' operations application in the amount of **\$99.87**.

Commissioner Gomez: Second.

Director Hess: Any discussion? Seeing none, all those in favor say aye. *Aye*. Motion carries. You're all set.

Director Hess: We'll now move back into Friends of MSF. Please state your names and positions for the record.

Natalie Mutado: I'm Natalie Mutado, President.

Aliyah Reynoso: I'm Aliyah Reynoso, Treasurer.

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

Both: No.

Natalie Mutado: We just want to get pizza for our first meeting.

Commissioner Hoefler-Phillips: I reviewed this request. Since it's food, it needs to be reclassified as an on-campus request. Thank you for putting those funds in. I also need supporting documents for the pizza prices, so I move to reclassify Friends of MSF's operations application to an on-campus application by unanimous consent. Motion carries.

I move to add a stipulation that Friends of MSF provide supporting documents before accessing ASUN funds by unanimous consent. Motion carries.

I move to approve Friends of MSF's on-campus application in the amount of **\$25.00**.

Commissioner Peletti: Second.

Director Hess: Any discussion? Seeing none, all those in favor say aye. *Aye*. Motion carries. You're all set.

Director Hess: We will now move into the Nevada Medical Research Consortium. Please state your names and positions for the record.

Riley Gillis: I'm Riley Gillis, President.

Suvra: I'm Robert, Treasurer.

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

Both: No.

Riley Gillis: We provide mentorship to on-campus medical researchers. Today we're requesting funding for medals for graduation.

Director Hess: Who reviewed this request?

Commissioner Peletti: I did. We just need updated supporting documents. I move to add a stipulation that the Nevada Medical Research Consortium upload supporting documents before accessing ASUN funds by unanimous consent. Motion carries.

I also move to add a stipulation that the Nevada Medical Research Consortium add **\$10.00** to their club account before accessing ASUN funds by unanimous consent. Motion carries.

I move to approve the Nevada Medical Research Consortium's operations application in the amount of **\$688.00**.

Commissioner Gomez: Second.

Director Hess: Any discussion? Seeing none, all those in favor say aye. *Aye*. Motion carries. You're all set.

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

Andrew Safflow: I'm Andrew Safflow, President.

Kyle Hessler: I'm Kyle Hessler, Treasurer.

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

Both: No.

Andrew Safflow: We're requesting funding for an officer meeting and club merchandise.

Commissioner Gomez: I reviewed this. Everything looked good, but I move to change non-food item one to a unit price of **\$13.93** by unanimous consent. Motion carries.

I move to approve Wolfpack Entrepreneurship Club's operations application in the amount of **\$127.58**.

Commissioner Fanes: Second.

Director Hess: Any discussion? Seeing none, all those in favor say aye. *Aye*. Motion carries. You're all good.

Director Hess: We'll now move into UNR Men's Rugby. Please state your names and positions for the record.

David Salves: I'm David Salves, President.

Brian Marburgo: I'm Brian Marburgo, Sports Director.

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

Both: No.

David Salves: We're requesting **\$1,000.00** to pay league fees, including California Conference fees, Division I AA Rugby fees, and a coach's fee.

Commissioner Drapacz: I reviewed this. I received your updated spreadsheet by email but it wasn't uploaded to PackLife. I move to add a stipulation that UNR Men's Rugby upload sufficient supporting documents before accessing ASUN funds by unanimous consent. Motion carries.

I move to approve UNR Men's Rugby's operations application in the amount of **\$1,000.00**.

Commissioner Peletti: Second.

Director Hess: Any discussion? Seeing none, all those in favor say aye. *Aye*. Motion carries. You're all set.

Director Hess: We will now move into **agenda item five**, report of the director. Hi guys, I hope your week was good. I want to put on your radar that we'll start planning I-LEAD, which will take place Saturday, October 4th. Make sure your schedules are free. There will be some small assignments to prepare for iLead so it runs efficiently. That's it for me.

Director Hess: We'll now move into **agenda item six**, report of the assistant directors.

Assistant Director O'Brien: Guys, we only had one or two applications this week and there were still a lot of problems. I know it's still early in the year, but remember that all the resources you need are in the Box. If you're unsure about anything, just ask me or Madison or check the Box, especially when it comes to what we can and can't fund under operations. This is public record, so we need to be consistent. Also pay attention to tax items. Make sure you're reviewing spreadsheets carefully and aligning with policy.

Director Hess: Any questions for Assistant Director O'Brien? Seeing none, we'll move into **agenda item seven**, report of the commissioners. Do any of you have reports? None.

Director Hess: We'll now move into agenda item eight, approval of minutes. There are minutes to approve. I am seeking a motion to approve the minutes items 8A–8D on Friday, September 12th by unanimous consent.

Commissioner Pfannes: So moved.

Commissioner Hoefler-Phillips: Second.

Director Hess: Motion carries. Minutes are approved.

Director Hess: We'll now move into **agenda item nine**, remarks. Are there any remarks? None.

Director Hess: **Agenda item ten**, public comment. Is there any public comment? Seeing none, we'll move into **agenda item eleven**, adjournment. I adjourn this meeting at 10:20 a.m. Thank you guys.