

Monday, November 30, 2015
Meeting #3 CC308 5:30pm

Membership		Status
ASUH (2)	Scott Nishihara	Present
	Kelly Zakimi	Present
CCB	Kellie Iwasaki	Present
GSO (2)	Jonathan Dial	Present
	Penn Pantumsinchai	Present
Manoa Maniacs	Amy Kitchener	Present
SAPFB	Robert Green	Present
SLD	Gari Baxa	Present
SMB	Yu Sasaki	Present
Others		
	Aaron Bain	Present

Meeting Start: 5:43 PM
Meeting End: 8:32 PM

- **Introduction**
 - Discussion about the committee and commitment required for the committee.
- **Meeting Minutes Approval**
 - Approval for meeting minutes #1 pushed back to next meeting.
- **Old Business**
 - SAFC Budget Narrative Discussion- Items below were reiterated as priorities for SAFC awards in Spring 2016
 - Bring Office Supplies down from 10% of the budget to 8%, approximately \$6150.
 - Change item 5700 from Rent Others to Rentals.
 - Allocate 1% of the budget to 2900/7100 Service on Fee Basis, \$766.50
 - Allocate 12% of the budget to 3000 Operating Supplies, approximately \$9200.
 - Allocate 8% of the budget to 3200 Office Supplies, approximately \$6150.
 - Allocate 5% of the budget to 3300 Food Supplies, approximately \$4000.
 - Allocate 30% of the budget to 3400 Other Supplies, approximately \$23000.
 - Allocate 10% of the budget to 4000 Advertising, approximately \$7800.
 - Allocate 10% of the budget to 5700 Rentals, approximately \$7800.
 - Allocate 5% of the budget to 5800 Repairs and Maintenance, approximately \$4000.
 - Allocate 5% of the budget to 7100 Svc. Non-St Emp Other, approximately \$4000.
 - Allocate 7% of the budget to 7200 Other Current Expenses, approximately \$5500.
 - Allocate 3% of the budget to 7220/7221 Photocopy Charges, approximately \$2300.
 - Allocate 2% of the budget to 7243 Other Fees, approximately \$1600.
 - SAFC agreed to cut out UH Band funding.
 - Under item 3400, replace “such as” with “for”

- 7% of the budget towards item 7200 was changed from 5% due to the deduction of 2% from Office Supplies so the extra 2% can potentially be returned to the students.
- Manoa Maniacs Budget – Items below were discussed from the meeting regarding Manoa Maniacs Budget.
 - Based off of last year’s committee’s decision from March 3rd 2015, the committee agreed to forgive Manoa Maniac’s deficit of \$4,683.68.
 - The budget hasn’t been approved yet, so the money has not been allocated yet.
 - SAFC agreed to allocate \$21600 for stipends
 - Each of the 12 members can receive up to \$200 a month for 9 months, with the potential for a bonus for each of the 12 members of \$100 twice a year for a total of \$21600.
 - The \$100 bonuses can be used once per semester at the discretion of the chair to encourage maximum attendance during 2 peak months. The months for bonuses would have to be decided beforehand.
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 - Most members earned well below the original stipend cap of \$250, so the Committee agreed to decrease the amount allocated towards stipends so that the money could be used towards programming.
 - Stipend earnings will be revisited at the end of the semester.
 - With the extra \$14400 from decreasing the amount allocated towards stipends, SAFC agreed to allocate an additional \$10000 towards operating supplies for a total of \$14000 and an additional \$4400 towards advertising for a total of \$9400.
 - The Manoa Maniacs representative and SAFC discussed working closely on things that Manoa Maniacs wants to purchase at the beginning of the next semester, since SAFC does have carried-over funds that can be used to make those purchases.
 - Estimated revenue from the Student Athletic fee is \$76,630, although the budget narrative is \$68,967 to leave a 10% slack to handle fluctuations in enrollment if they occur.
 - Allocate \$4000 towards Operating Supplies.
 - Allocate \$750 towards Office Supplies.
 - Allocate \$7500 towards Food Supplies.
 - Allocate \$5000 towards Advertising.
 - Allocate \$35000 towards Prizes.
 - Note: there is a steady increase in attendance for basketball games, with an average of 417 students so far this season. Also stock of leftover prizes is being exhausted and needs to be replenished this year.
- Estimated Revenue from the Student Athletic Fee is \$76,630.
- SAFC Operating Principles
 - See “SAFC Operating Principles” document for changes made.
- **New Business**
- **Planning for Next Meetings**
 - SAFC agrees on a time for the next meeting:
 - Monday, January 25th at 6:00 pm.
 - Please send representatives from your organization if you are not able to attend.