Thursday, November, 25, 2013

Meeting #5 CC307 3:00pm

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| **Membership** | | **Status** |
| ASUH (2) | Richard Mizusawa | Absent |
|  | Stephen Nishihara | Absent |
| BCA | Alicia DeVoll | Present |
| BOP | Rebekah Carroll | Present |
| CCB | Matthew Nagata | Present |
| GSO (2) | Tom Robinson | Present |
|  | Annette Foerster | Present |
| SAAC | Ashley Ahan | Absent |
| SAPFB | Sydnee Saenz | Present |
| SLD | Gari Baxa | Absent |
| Others |  |  |
|  | Brenden Burk (Guest) | Present |

Meeting Start: 3:03 PM

Meeting End: 4:17 PM

* **Introduction**
  + Sydney Saenz will represent SAPFB
  + Brenden Burk will become a permanent representative of ASUH once officially nominated
* **Meeting Memory Approval** 
  + Brenden Burk was changes from representative to guest
  + SAAC representative should be corrected to Ashley Ahan from Charlinda Loane
  + Reports, Budgets – (Addition) Committee members had concerns over budget structure and funding amount
  + Meeting Memory from November 14, 2013 meeting was approved
* **Reports**
  + Budgets (See Budget Narrative)
    - Revised SAFC Budget reflecting members feedback was presented to committee
    - SAFC budget narrative does not include Manoa Maniacs expenses
    - Manoa Maniacs maintains separate accounts and holds most control
    - SAFC is expected to receive approximately $144,000 (½ to Manoa Maniacs, ½ stays with SAFC)
    - Numbers listed in budget are approximate, based upon projections
    - Advertising section can be used for operational advertising (announcements, signage, etc.)
    - Grant Monies section updated – reflects approximate allocations for monies allocations
    - Proposed budget is balanced
    - SAFC has ability to reallocate monies in categories as it does not exceed 10%
* **Direct Programming** 
  + **Manoa Maniacs**
    - No update was provided
  + **Guest Ticket Policy**
    - SAFC will follow up with Carl Clapp
    - Idea for tickets will be repurposed at upcoming student attendance meeting
  + **Usage of Lower Campus Facilities** 
    - Tennis Courts – Not feasible for Fall 2013, reservations must be made in advance and may not interfere with collegiate practices/events and coaching clinic reservations
    - Pool – Extended pool hours appear to be utilized by many students, final counts will be made available at the end of the semester
    - SAFC will work on better publicizing extended hours for lower campus facilities as a way to reach more students
    - SAFC will evaluate extending Open Gym Hours
  + **Advertisements** 
    - SAFC will look into getting sticker or magnets to better publicize itself
    - SAFC will ask for posted acknowledgment as the funding source for increased facility access
    - Stickers can also be affixed to grant funded items
* **Indirect Programming** 
  + **Old Pending Reimbursement** 
    - SAFC agreed to allow “late” pending reimbursements to be processed for funding cycles before 2013
    - SAFC will not allow such items to be processed with future funding cycles
      * SAFC will better define reimbursement policies for future funding cycles
    - More detailed information will outline process/requirements
  + **Spring 2014 Reimbursement Procedure** 
    - Representative from organization must attend a funding award meeting and sign an award recipient letter acknowledging the policies of SAFC funding
    - SAFC funding application will be available the first day of instruction of Spring 2014 semester
    - Draft document will be presented to committee at the next meeting outlining updated process
    - Applications will be due January 31, 2014.
    - Subsequent dates for grant hearings will be established at a later date.
* **Role of Committee – General** 
  + **SAFC Spring Meetings**
    - TBD – Based on Spring Classes
  + **SAFC Funding Meetings**
    - SAFC has agreed to hold at least one funding meeting for the Spring Semester
* **Planning for Next Meetings**
  + TBA – Will schedule for Spring 2014
  + Please send representatives from your organization if you are not able to attend.