Thursday, November, 25, 2013

Meeting #5 CC307 3:00pm

|  |  |
| --- | --- |
| **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.