

**Western Washington University Associated Students
Management Council Meeting
Thursday February 13th, 2014** **VU 567**

Present: Daley Smith (AS Productions Director), Nidia Hernandez (Personnel Director), Nina Olivier (ESP Associate Director), Lisa Rosenberg (Assistant Director of Student Activities), Mason Luvera (Communications & Marketing Director), Luke Brouček (PC Account Executive), Morgan Burke (Business Director), Matt Smith (ROP Director), Brian Bates (OC Equipment Shop Coordinator), Graham Marmion (REP Associate Director), Kasey Koenig (Club Coordinator), Polly Woodbury (ESC Program Support Coordinator), Cade Schmidt (AS Review Editor)

Absent: Tristan Wood (KUGS Marketing and Developing Director)

Advisor: Lisa Rosenberg

Secretary: Max Zentner

Guest: Jason Davis, Emily Hanna

Motions

MC 14-W-3 Approval of funding of \$250 for the Vagina Memoirs.

MC 14-W-4 Approval of Graham Marmion for Management Council Vice-Chair position.

The meeting was called to order by Morgan Burke, Vice-Chair at 4:33pm

I. REVISIONS TO THE AGENDA

II. INFORMATION ITEMS

- a. Jason Davis and Brian Bates proposed a memorializing avalanche safety program in memory of former employee, the late Jake Merrill. Davis stated that the Outdoor Center (OC) currently rents avalanche beacons for free to those who have proper certification and they wish to expand by adding a fleet of avalanche float backpacks to the OC. The Backcountry Access Float 32 backpack will increase the likelihood of survival in an avalanche. There is the potential that a company will be able to provide a price break but would like the security of funds from management council (MC). The OC will also be purchasing "Ride for Jake" patches too raise money for the program.
- b. Matt Smith informed MC of a proposal for the Take Back the Night event to bring speaker Stacy Ann Chin to Western. The Take Back the night budget does not have enough money for this speaker. M. Smith is asking for an under-write of \$1,700. This would allow the Resource and Outreach Programs (ROP) to move forward and not lose the speaker. This would also mean that the ROP would be looking to raise money so that MC would not have to pay the full \$1,700. Emily Hanna stated that Take Back the Night is an event that is designed to raise awareness about violence against marginalized gender identities, with a focus on street harassment. The attendance has been dropping because the speakers who have been featured have not always been from the most diverse or accessible backgrounds. In the past the speakers are white and cisgendered and therefore reach a limited portion of Western's population. The proposed speaker is Jamaican, queer, funny, provocative, a poet, and there is the hope that she will draw a bigger audience. This could potentially be a huge publicity opportunity for Western as a whole due to her notoriety. M. Smith added that there is a targeted event portion. Graham Marmion asked if other speakers had been looked at

considering this speaker comes at three times the cost. Hanna stated that they have but that she believes this speaker would be worth it. M. Smith stated that the ROP in general doesn't have much money in the budget reserved for speakers. However, it is hard to draw a bigger audience without budgetary limitations. He added that we are halfway through the year and MC still has \$3,700 left and in years past MC has been chronically underused over the course of the years. In order to understand the current financial context MC relooked at the funds being requested by the OC. The Jake Merrill funding request would be for approximately \$1,400. Hanna reminded MC that she is hoping not to have to use the full \$1,700. Nidia Hernandez asked how much the ROP has been able to raise from other AS funds. Mason Luvera asked what the target number of attendees is. Hanna stated that they are hoping to reach 400 people. Marmion asked if there should be a conversation to put more money in the fund for ROP and less money in the fund for MC. M. Smith does not necessarily hope to have reallocation because he likes having money that all the departments can use. Daley Smith asked how they hope to increase attendance aside from the new speaker. Hanna stated that there was little advertisement because the Publicity Center (PC) failed to get the posters completed in adequate time. M. Smith added that they will be reaching the community through the many means of the internet. Koenig stated that MC's goal is to drain their accounts by the end of the year and MC can afford this event and the Jake Merrill memorial program. Luvera would like to see a continuation in increased funds for the ROP. He feels this is a great opportunity. Cade Schmidt believes that ASP and ROP could co-sponsor the event to increase attendees and reduce costs. D. Smith asked what size audiences the speaker has previously performed in front of. Hanna stated she does not have any official numbers but she has been on television. Marmion asked how set in stone this event is. Hanna stated that it is very set in stone as they had previous scheduling issues. Hernandez believes that they have done a great job reaching out to many departments on campus. Luvera would like to see attendance numbers from other campuses so that they do not over advertise. Schmidt would like to speak about a publicity plan at a later date. Marmion would like to know the situation with reserve speakers. The speaker on reserve has spoken at two previous take back the night events.

III. ACTION ITEMS

- a. Matt Smith reviewed the funding request for Vagina Memoirs to expand to another night in the Performing Arts Center (PAC).

MOTION MC 14-W-3 by Marmion
Approval of funding of \$250 for the Vagina Memoirs.
Second: Hernandez Vote: 1 2 - 0 - 0 Passes

IV. BUDGET TIMELINE

- a. Morgan Burke reviewed the budgetary timeline and requested feedback. Hernandez stated that Taylor Franks will be promoted to Business Director. This will be in effect the 16th of February. The new Assistant Business Director will be hired soon. Franks has been working to find a qualified person to fill the vacant position. Schmidt asked if the hiring process will be traditional. Hernandez stated that it is not and that Personnel Committee will have the final say. Burke plans on working with each office

to find what they want for the budget review process. The committee members for Budget Committee (BC) will be selected next week. The primary meetings will be fairly informal to ensure that the process goes smoothly. March 7th budget proposals will be due. Burke suggests that employees start earlier rather than later. The deadline has been set so that students can focus on their finals, rather than the budgets. BC will have three students at large along with the other required members from the Charge and Charter. Hernandez would like to know if the students are getting adequately trained on what the budgets mean. The Personnel Committee has previously had cuts to their budget that were unnecessary and in the long run were harmful. Burke stated that she is focusing a lot on ensure the students are trained thoroughly. Bates asked if the offices can present at their budgetary reviews to ensure the committee members know why certain budgetary aspects exist. Burke believes this is a great idea and hopes to implement it. The only issue she sees is that of time. Hernandez stated that the Personnel Committee was able to do this for the Structure and Program Advisory Committee (SPAC) and it was very helpful. Koenig would like the opportunity to answer questions via paper or email if they cannot sit in on the meetings. Polly Woodbury asked how the students at large are selected. Burke stated that requests are made through org sync and then selected. Candidates are selected based on the diversity of perspectives. June 5th the AS budgets become an action item. Burke requested feedback for the proposal process. D. Smith would like more clarity as to what numbers to include. Burke stated that some things are unrealistic such as the number of rolls of blue tape used. Marmion would like to ensure the next position holder does not have the same issues as what has happened this year. Burke stated that if anyone has any questions in the future they can post them online. Luvera likes this aspect.

V. AS LINKEDIN PAGE AND ORGSYNC

- a. Luvera reported that there is an AS LinkedIn company page that will be transferring ownership to the Personnel Office. M. Smith asked how it will be used for hiring. Luvera stated that it will be a promotional tool. The org sync form populates the event calendar. Not everyone knows this and inadvertently posts partially completed advertisements. Luvera stated that there is hope for staff to populate the event calendar without org sync in the future. They are looking to clarify the publications on the event calendar with option boxes on org sync.

VI. END OF THE YEAR BANQUET CONVERSATION

- a. Burke would like everyone to ensure that they are considerate with their feedback to the Personnel Office in respects to the end of the year banquet budget implications. There is money left in the Fall staff development fund that has been reallocated to the end of the year banquet for the Personnel Office. Hernandez stated that this is the first year that the Personnel Office has requested feedback for the end of the year banquet. The budget is limiting and there is only enough money for dessert. Yulia is exploring the idea of a cruise around Bellingham this year. The cost for this cruise is only \$1,500. D. Smith stated that she loved the survey. M. Smith likes the accessibility of this event. Yulia has already toured to boat to ensure that it is accommodating to all. In order to attend on the boat employees will need to attend the ceremony where they will attain a ticket. Schmidt stated that he likes dessert. He added that it is important to recognize the Personnel Office with positive feedback because they do great work.

VII. VICE CHAIR

MOTION MC 14-W-4 *by D. Smith*

Approval of Graham Marmion for Management Council Vice-Chair position.

Second: M. Smith 1 2 - 0 - 0 Passes.

Meeting was adjourned at 5:24 pm