UVSP Nov. 6th Meeting Minutes

**Call to order**

A meeting of UVSP was called to order at 6:12pm, November 6th, 2018.

**Opening Remarks**

* Territory Acknowledgement
* Check-in

**Attendees**

Brooklyn Glass, Catie Waters, Nicole Cymerys, Sydney Hoffman, Vincent Lun, Kristen Olson, Kaitie Betts, John Kang

**New Business**

* Grant approval- we approved them, but now we need to give them the funds… who wants to take on this task asap?
	+ Nicole and Catie to take this on and talk to Carmen
* Our website
	+ Update needed (especially SPUD ordering)- anyone who knows how to do this and will willing to make the changes?
		- Password to log into Weebly in the office
		- Sydney and Kristen to take care of website
			* Sydney to get information from Josh this week regarding SPUD as well as the website information from Breanna and update the Website accordingly

**New Board Members**

* Brooklyn Glass voted in as board member
* Kristen Olsen voted in as board member

**Ongoing Projects**

* SPUD
	+ Josh, Sydney, and Ellie- update of meeting with Sabrina, any emerging insights?
		- Signing authorities?
			* Need to discuss signing authorities with Carmen
		- Hiring a communications officer?
			* Discuss finances with Josh
				+ Get detailed financial statements and review them at a future meeting
			* One communications officer would be best
			* Look into hiring in January 2019
				+ Consider a work study student once a communications officer is in place
		- Event insurance for SPUD launch event and movie night
			* Has this been taken care of?
				+ Check in with Josh
	+ Box ordering- can anyone take on this task of submitting weekly orders to SPUD if SPUD cannot?
		- Email SPUD weekly (Tuesday nights) with each week’s orders
		- Kaitie to email SPUD weekly
	+ Box pick-up- who can be there for the pick-ups (Thursdays 4-6 at the office)? We can get you a key to the office.
		- Delivered to the office
		- Sydney and Brooklyn to be present for pick-ups. Nicole to be there to open the office at 4:00
		- Confirm drop off time (3:00pm?)
		- Ask Carmen about getting a key to the office
	+ Satisfaction survey
		- Brooklyn drafted satisfaction survey
			* To make a few edits for next week
	+ SPUD launch event
		- Hickman 105 booked for the movie night (6:00pm – 9:00pm)
		- Movie selection
			* John to look into movies

**Potential Additional Movie Night**

* “Salmon Confidential” - Alexandra Morton
* Alex could potentially be present for a panel after the movie
* Brooklyn to contact Alex and see what her availability is like for the week following a different event taking place on November 18th
* Potential second movie night a week after her previous event (November 28th?)
	+ Book a lecture hall to hold the movie night
	+ Potentially look into booking Cinecenta
	+ John to look into rooms
* Honorarium for guest speaker?
	+ Nicole to discuss with Carmen

**Social Event**

* + Doodle poll!
		- Everyone to fill out the doodle poll
		- Catie to send doodle poll to UVSP Board of Directors group chat again
	+ Ideas?
		- Potluck
			* Brooklyn to host potentially (check with roommates)
			* Date TBD (potentially Saturday Nov. 24th)
		- 10-15 people probably
		- Book room in the SUB
		- Party room/back room at restaurants or movie theatre
		- Escape rooms
		- Catie to make a doodle poll with activities and prices for the social

**Adjournment**

Meeting adjourned at 7:20pm