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