

Minutes of the University Activities Board

Clarion University Of Pennsylvania

Tuesday, October 4, 2016

- I. The meeting was called to order by Schuyler Caffrey at __7:32__ PM on October 4, 2016 with the following board members present:

Brian Hoover, Advisor
Carl Callenburg, Tech Advisor
Schuyler Caffrey, President
Vick Sasenarine, Vice President
Kayla Handy, Secretary
Kayla Vanholten, Arts
Cailyn Pacuraru, CampusFest
Torrion Mollett, Community Service

Melanie Peckman, Financial Coordinator
Ivana Chambers-Bennett, Lecture
Gloria Pytlak, Marketing Coordinator
Dakota Roberts, Multicultural
Kat Cross, Public Relations
Anthony Harper, Recreation
Carly Zukowski, Special Events
Tyree Mitchells, Weekend Friday
Emily Romig, Weekend Saturday

The following board positions were absent:

Ivana Chamber- Bennett

Late:

Torrion Mollett, Vick Sasenarine

- II. Minutes of the regular meeting of September 27th, 2016
- A motion was made by ___Anthony Harper___, second by __Carly Zukowski___, that the minutes of the previous meeting be approved as distributed.
 - Motion carried: 9-0-1
- III. Open Forum
- Printer issue has been addressed with Tech Crew
- IV. Non-Committee Reports:
- Advisor Report:
- Great job to everyone for a week of many amazing events
 - Take time to pat everyone on the back for a great week of hard work and dedication
 - New keyboard has arrived and is in the MPR

- When painting the apple, please keep spray painting limited to the apple only
- Planning of additional acts and activities to host on-campus during that day if there is a possible strike on October 19
- New UFC Fighting Program on Saturday at 10 p.m., will need help in advertising for the program

Tech Advisor Report:

- Back-up plan for possible strike: place large monitor screen in MPR for movies
- Final walk-throughs of the building are being made. No decorations are permitted on the wall, including tape and command hooks
- Open Mic Night: will be held upstairs in Gemmell

President Report:

- Update CU Connect for active members
- Furniture from outbound are being returned this week, please return borrowed furniture
- Open House on October 15
 - Sign-up sheet will be passed out next week
 - Help set up, volunteer hours

Vice President Report:

- No report

Secretary Report:

- Please email meeting minutes and contact list for co-chairs
- Send pdf files of posters to be included in advertising with The Clarion Call

Financial Coordinator Report:

- Reminder: Initial UPR and attach contracts to the back
- When purchasing events at Walmart, please make a copy of the receipt and give the copy to coordinator for bookkeeping

V. Committee Reports:

Marketing Coordinator Report:

- Devised a plan for marketing

Public Relations Report:

- 2 under new business
- Parade went great

Lecture Report:

- No report

Special Events Report:

- Murder Mystery in two weeks, already prepared
 - Tickets on sale next week
 - Tabling next week
 - 100 seating limit

Arts Report:

- 1 under new business
- Scavenger hunt next week, might need help from the board
- Will be painting the Apple Glow in the dark next week
- Collaborating NAACP for Night of Art
 - Auditions are this week
- Spring: looking at more contract events for next semester

Recreation Report:

- 1 under new business
- Game Night next week
- Spread info about UFC event

CampusFest Report:

- 1 under new business

Weekend Friday Report:

- No report

Weekend Saturday Report:

- 2 under new business
- Working with Jeff from Chartwells for What's Cooking
 - Will do individual style themes
 - Theme days, try to collaborate with multi-cultural foods

Multicultural Report:

- 2 under new business

Community Service Report:

- Clothing drive at the end of October, please bring for donations

VI. Week In Review

- Past Week's Events:
 - What's Cooking
 - a. Getting more people, need to think about spacing for larger crowds

- Bingo
 - a. Wonderful turn out
 - b. Had to relocate due to ALF
 - c. 160 students participated
- Pep Rally
 - a. Larger turnout than expected
 - b. Was a bit ahead of schedule, worked with the timing
 - c. 500 students participated
- Hypnotist: Eric Mena
 - a. Had a teaser
 - b. 110 students participated
- Homecoming Dance
 - a. Great turnout, better than expected
 - b. Every student eventually participated in dancing
 - c. 75 students participated
- Tailgate
 - a. Had a great turnout
 - b. Several organizations showed up
- Upcoming Events:
 - 10/05 Eagle Talks
 - Leadership
 - 10/06 Craft Series: Fuse Beads
 - Supplies are in
 - Supplies enough for 200 people, will raffle adult coloring books
 - 10/07 Band: Plaid Brixx
 - Contract is in
 - CampusFest will be collaborating
 - 10/08 Band: Kennedy Noel
 - Leftovers from the Tailgate and Homecoming Dance will be used for this event
 - 10/08 UFC Fights
 - Will be at 10 p.m., new event
 - Help with advertising

VII. Old Business:

- No report

VIII. New Business:

- Committee
 - Kat Cross allocates up to but not exceeding \$2030 for Plaid Brixx, seconded by Anthony Harper.
 - Discussion
 - a. Account 901: Band performance, hotel
 - Motion: 9-0-1

- Committee
 - Kat Cross allocates up to but not exceeding \$700 for UAB table cloths, seconded by Emily Romig.
 - Discussion
 - a. Account 499: table cloths
 - Motion: 9-0-1
- Committee
 - Kayla Vanholten allocates up to but not exceeding \$100 for prize, seconded by Kat Cross.
 - Discussion
 - a. Account 492: Scavenger hunt prizes
 - Motion: 9-0-1
- Committee
 - Anthony Harper allocates up to but not exceeding \$400 for UFC fights, seconded by Kat Cross.
 - Discussion
 - a. Account 493: UFC fights
 - Motion: 9-0-1
- Committee
 - Anthony Harper allocates up to but not exceeding \$150 for food, seconded by Kayla Vanholten.
 - Discussion
 - a. Account 493: Food for UFC fights
 - Motion: 9-0-1
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- Committee
 - Cailyn Pacuraru allocates up to but not exceeding \$200 for hospitality, seconded by Anthony Harper.
 - Discussion
 - a. Account 490: snacks and drinks for dressing rooms
 - Motion: 9-0-1
- Committee
 - Dakota Roberts allocates up to but not exceeding \$10,000 for Cultural Night, seconded by Carly Zukowski.
 - Discussion
 - a. Account 900: ALF Cultural Night
 - Motion: 9-0-1
- Committee
 - Dakota Roberts allocates up to but not exceeding \$19.59 for hospitality, seconded by Carly Zukowski.
 - Discussion
 - a. Account 900: Drinks for Cultural Night

- Motion: 9-0-1
- Committee
 - Emily Romig allocates up to but not exceeding \$2100 for Kennedy Noel, seconded by Kayla Vanholten.
 - Discussion
 - a. Account 495: Band act
 - Motion: 9-0-1
- Committee
 - Emily Romig allocates up to but not exceeding \$50 for paint, seconded by Kat Cross.
 - Discussion
 - a. Account 495: paint for the Apple
 - Motion: 9-0-1

IX. Announcements:

- Happy National Taco Day

X. Adjournment:

- A motion was made by Schuyler Caffrey, seconded by Carly Zukowski to adjourn the meeting.
 - The motion carried: 9-0-1

The meeting was adjourned at 9:23.