

# Minutes of the University Activities Board

## Clarion University Of Pennsylvania

Tuesday, October 18, 2016

- I. The meeting was called to order by Schuyler Caffrey at \_\_7:33\_\_ 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:

Brian Hoover, Torrion Mollett

Late:

Anthony Harper, Gloria Pytlak, Vick Sasenarine

- II. Approval of minutes of the regular meeting of October 11th, 2016
- A motion was made by \_\_Kat Cross\_\_, second by \_\_Ivana Chambers-Bennett\_\_, that the minutes of the previous meeting be approved as distributed.
    - Motion carried: 9-0-1
- III. Open Forum
- Agenda regarding Strike Events
    - If there is a strike, we will have the events until the strike commences.
    - Posted events on CU Connect, advertised in The Clarion Call
    - If in a Community Assistant position, please reach out to advertise
  - Leader in Action Conference this weekend
    - Walk-ins welcome, great opportunity
  - Kyle Butcher, President of NAACP
    - Peace, Love and Lemonade collaboration event

- Makes specific lemonade flavors based on unique taste by use of favorite color, fruits, desserts, etc to create a unique drink but that represents the fact that no matter how different we are, we are all still the same
  - Will get the information from surveys conducted on SurveyMonkey and/or CU Connect
  - Survey going to be used to also determine popular flavors, will have lemonade premade to bring to the stand and then match it with the person- make it a conversation starter to meet new people and force interaction between groups
- Event to be held November 1 possibly outside Gemmell
- Going to have to gain clearances from Chartwells if bringing in own lemonade and drink supplies
- Looking for collaboration from others to help advertise, support the event, participate
- Advice: look on the R25 schedule and see if there is a time and or place that would better work for the event given the amount of time, come back next meeting with more material finalized

#### IV. Non-Committee Reports:

##### Advisor Report:

- No report

##### Tech Advisor Report:

- Friday events: tech sheet and needs to be turned in as soon as possible
- Craft series and BINGO events: Thursday location needs to be changed from the MPR
- Concert idea: in effort to get people to come out to a band that no one has heard of, what about looking into having a concert once the month in a certain price range that will allow us to put the word out now to help spread the word. Find organizations that will also collaborate with the concert. People will get the idea that there are concerts and will look into them before they arrive on campus. Table for discussion at the next meeting.

##### President Report:

- Email committee member lists and minutes for meetings
- Thanks for keeping the office clean for the past week

##### Vice President Report:

- 1 under new business

##### Secretary Report:

- Email committee member lists and poster pdfs for advertising

Financial Coordinator Report:

- No report

V. Committee Reports:

Marketing Coordinator Report:

- Collaboration with Advertising Club: will be giving out an assessment each week on which committee member does the best advertising
- This week's winner was Kayla Vanholten and her advertising for the Scavenger Hunt

Public Relations Report:

- No report

Lecture Report:

- Working on some collaboration events

Special Events Report:

- No report

Arts Report:

- 1 under new business

Recreation Report:

- Looking for help for BINGO events next week, staff and getting the prizes

CampusFest Report:

- No report

Weekend Friday Report:

- Tabled for Geeking Out on Monday was successful

Weekend Saturday Report:

- No report

Multicultural Report:

- No report

Community Service Report:

- No report

VI. Week In Review

- Past Week's Events:
  - Game Night

- a. 15 people attended
    - b. Normal attendance, board games and video games
  - Open Mic
    - a. 10 people attended
    - b. 2 performers performed several times
  - Scavenger Hunt
    - a. 52 people attended, 18 teams total
    - b. Only 2 teams dropped out, went very well
    - c. Look into participant prizes
  - Murder Mystery Dinner
    - a. 40 people participated
    - b. Not many people dressed up
    - c. Act impressed the audience
    - d. Everyone who attended liked participating
- Upcoming Events:
  - 10/19 What's Cooking
    - Side dishes, will do chalking for event
  - 10/20 Fleece Tie Pillows
    - Fun event
  - 10/21 Game Show: Geek Out
    - Lots of question, Xbox 1 raffle
    - Lots of gift cards to raffle out
  - 10/22 Game Show: The Deal is Right
    - Confirm contract

VII. Old Business:

- No report

VIII. New Business:

- Committee
  - Vick Sasensarine allocates up to but not exceeding \$1300 for Geekin' Out gift cards, seconded by Kat Cross.
    - Discussion
      - a. Account 901: gift cards for event
    - Motion: 10-1-1
- Committee
  - Kayla Vanholten allocates up to but not exceeding \$100 for food, seconded by Anthony Harper.
    - Discussion
      - a. Account 492: food for collaboration event
    - Motion: 12-0-1

IX. Announcements:

- X. - No report

XI. Adjournment:

- A motion was made by Schuyler Caffrey, seconded by Tyree Mitchell to adjourn the meeting.
  - The motion carried: 12-0-1

The meeting was adjourned at 8:49.