

# Minutes of the University Activities Board

## Clarion University Of Pennsylvania

Tuesday, October 25, 2016

- I. The meeting was called to order by Schuyler Caffrey at \_\_7:33\_\_ PM on October 25, - 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:  
Gloria Pytlak

Late:  
Torrion Mollett

- II. Approval of minutes of the regular meeting of October 11th, 2016
- A motion was made by \_\_Tyree Mitchell\_\_, second by \_\_Ivana Chambers-Bennett\_\_, that the minutes of the previous meeting be approved as distributed.
    - Motion carried: 11-0-0
- III. Open Forum
- KB and lemonade stand
    - Find a location, possible date in December during finals week
      - Possible collaboration with other groups to diversify the program
      - Hold event this semester, gain feedback for next semester
  - Strike Events went really well, over 160 participants at the event
  - The correct couch is in the office now
  - Eagle Media productions needs a story and is wondering if they could interview, Olivia, the musician performing this weekend

- Throwback Time Machine Dance next weekend, November 5<sup>th</sup>
  - Alex Alias: two djs play music from 60's to present
  - Improve attendance:
    - Costume contest
    - DIY photo booth
    - Food/ cookie trays
    - Door prize for first 25/50 people that showed up

#### IV. Non-Committee Reports:

##### Advisor Report:

- Thank you for the gifts for sick daughter
- Thank you all for strike events, increased attendance
  - Please turn in receipts for event costs
- 150 Year Anniversary celebration begins next September
  - Thinking ahead for cool UAB events
    - Late night party
- Spring programs: Halloween in March
  - Physic fair
  - Three Shades of Blue
- Scheduling for next semester NACA, February 17-22 watch for scheduling events
- Scheduling events for next year: have schedule filled out by November of next year
- NACA: convention to preview vendors, acts, comedians, etc.
  - Spend most time taking notes, learning about the acts, plan to bring back to Clarion
  - Five days away from campus, people go to different sections
  - Five members are permitted to go
    - Preference is given to programmers and people who will be returning next semester
- Greek Sing is April 1, theme is Disney

##### Tech Advisor Report:

- Make sure that events in the R25s are updated and place holders are put in
- Have 6 new meeting rooms on campus
  - Keep in mind of these rooms (located mainly in the dorms) that include the theatre
- 150<sup>th</sup> Anniversary idea: as part of introduction to events next year, talk about how this event 150 years ago were in comparison

##### President Report:

- November 12<sup>th</sup>, UFC Fright night will also be a Meet UAB Night at 9 p.m. in Gemmell
  - Will have wings, information boards
  - Make sure to update boards

Vice President Report:

- No report

Secretary Report:

- Email pdfs of posters to put in The Clarion Call
- Email minutes

Financial Coordinator Report:

- No report

V. Committee Reports:

Marketing Coordinator Report:

- No report

Public Relations Report:

- 1 under new business

Lecture Report:

- 1 under new business
- Calendar idea: using sport teams as photos, including dates of events
- Live stream idea: create videos about events to post on social media and snapchat along with Facebook, Twitter, Instagram, etc.
- After each event, should do more promotion for people who attended to follow UAB on social media

Special Events Report:

- No report

Arts Report:

- 2 under new business

Recreation Report:

- 1 under new business
- UFC event is coming along, will hold a raffle before and during the event
- Will hold another Game night as planned to hold in lieu of the strike

CampusFest Report:

- No report

Weekend Friday Report:

- No report

Weekend Saturday Report:

- 2 under new business
- Jeff in Chartwells conflict on November 9<sup>th</sup> because they cancelled due to a party
- Have a contract with them next year for events?
- If new event needs to be planned, possibly have a day event or a make shift 8 p.m. event

Multicultural Report:

- No report

Community Service Report:

- No report

VI. Week In Review

- Past Week's Events:
  - What's Cooking
    - 6 people attended
  - Fleece Tie Pillows
    - 145 people attended
    - Using left-over fleece to make pillows to donate
  - Game Show: Geekin' Out
    - 39 people attended
    - Was a fun event
  - Game Show: The Deal is Right
    - 30 people attended
    - Wasn't as interactive
- Upcoming Events:
  - 10/26 Eagle Talks
    - LGBTQ History
  - 10/27 Bingo
    - Themed to be determined
  - 10/28 Fear Factor Friday
    - Sponsored by BSU
  - 10/28 Music: Olivia
    - Emily Romig is now the contact person for the event

VII. Old Business:

- No report

VIII. New Business:

- Committee
  - Kayla Vanholten allocates up to but not exceeding \$1570 for Flora Johnson, seconded by Anthony Harper.
    - Discussion
      - a. Account 492: painter for event
    - Motion: 9-0-1
- Committee
  - Kayla Vanholten allocates up to but not exceeding \$200 for food, seconded by Kat Cross.
    - Discussion
      - a. Account 492: food for painter event
    - Motion: 9-0-1
- Committee
  - Anthony Harper 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
- Committee
  - Emily Romig allocates up to but not exceeding \$400 for Bingo, seconded by Carly Zukowski.
    - Discussion
      - a. Account 493: Bingo prizes
    - Motion: 9-0-1
- Committee
  - Emily Romig allocates up to but not exceeding \$200 for food, seconded by Kayla Vanholten.
    - Discussion
      - a. Account 495: food for Throw Back event
    - Motion: 9-0-1
- Committee
  - Ivana Chambers-Bennett allocates up to but not exceeding \$1500 for Soul Food Sunday, seconded by Melanie Peckman.
    - Discussion
      - a. Account 494: food, decorations etc for speaker event
    - Motion: 9-0-1
- Committee
  - Kat Cross allocates up to but not exceeding \$1600 for music performer, seconded by Carly Zukowski.
    - Discussion
      - a. Account 495: Olivia M. performer

- Motion: 9-0-1

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IX. Announcements:

X. - No report

XI. Adjournment:

- A motion was made by Schuyler Caffrey, seconded by Anthony Harper to adjourn the meeting.

- The motion carried: 9-0-1

The meeting was adjourned at 9:40.