**SFC Meeting 9/20/2018 2:30pm**

Cole (temp meeting minute taker. non-voting position)

Taylor

Waleed

Jen

Kristin (advisor)

2:30 – confirm official Fall Term meeting time for SFC board members. **1:30pm-3:30pm. Thursdays.** (Until new hires)

2:35 – Still working on recovering the SFC Folder that has been deleted from the server.

2:40 – Ensure that all “missing pieces” are filled when it comes to clubs/organizations purchasing for their events. All clubs use the same LCB. Needs to halt or re-confirm transactions if the dollar amount is considered too high. Require clubs to keep a documented spreadsheet of their allocated funds and spending that SFC can also have access to.

2:45 – Hiring. Many SFC applications have been handed out. One has been received back to Taylor. Secretary, Professional development coordinator, and Vice Chair are the vacant positions. Vice Chair did not have many responsibilities last academic year. Consider having a position for informing clubs on how to interact with SFC. Hiring next week for SFC. **Friday, 9/28/2018 9:00am-12pm**

2:55 – Consider increasing budget hearing time to provide members with more time to respond and inform all of the clubs/organizations.

3:00 – Discuss MOU for Student Success Center. Plan is to amend the MOU and begin construction on laying the foundation/ground work. Taylor and Kelly Sparks will be working on amending MOU (with Kristen as needed).

3:05 – Budget Concerns. Club Start-Up is a concern: $8,000 has been funded. Considering increasing the Club Start-Up fund. Request more information on the Reserve Budget and ask if it can be utilized at all. May have to eventually shift some money from Unallocated Funds towards increasing some of the other funds.

3:20 – Encourage clubs to do community/service projects as a method of potentially earning more money. Can encourage clubs to be more active.

 Set aside an amount for start-up clubs. Consider giving $500 as starting fund.

3:25 – move to an Excel sheet system of which all clubs use the same format.

3:37 – Vote to end meeting. Motion passes 3-0-0.