

University of New Hampshire  
Student Activity Fee Committee  
Agenda October 3<sup>rd</sup>, 2017

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  - B. Abigail Kourafas – Student Activity Fee Chief Financial Officer
  - C. Brett Gagnon – Interim Student Activity Fee Financial Consultant
  - D. Nate Hastings – Coordinator of Student Organizations & Leadership
  - E. Jake Adams – Student Activity Fee Chairperson
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University of New Hampshire  
Student Activity Fee Committee  
Agenda October 3<sup>rd</sup>, 2017

I Call to Order

- a. Called to order at 12:42\*

II Communications

A. Parker Armstrong - Student Activity Fee Chief Financial Officer:  
Budgets and Concepts Month: See you in Ham Smith 140 tomorrow  
(Wednesday) at 7:00 P.M.. The run sheet is not working today, but my  
best guess is ~\$125,000.

B. Abigail Kourafas – Student Activity Fee Chief Financial Officer: Budgets  
are due October 14<sup>th</sup>.

C. Brett Gagnon – Interim Student Activity Fee Financial Consultant: Thank  
you all for getting your stipend stuff done. It went smoothly. Deadline for Q2 is  
October 24<sup>th</sup>.

D. Nate Hastings – Coordinator of Student Organizations & Leadership:  
Leadership programs are about to kick off. Registration is open. We are  
starting a new program called *Adulting*, it regards starting a business. We  
have tomorrow's *Challenges* kicking off as well.

E. Jake Adams – Student Activity Fee Chairperson: The first concept  
meeting is tomorrow at Ham Smith in room 140 at 7:00 P.M. In my previous  
email I said the deadline for budgets was Oct. 14<sup>th</sup>. The real deadline for  
budgets is Oct. 15<sup>th</sup>, that was my mistake. I have also compiled everyone's  
favorite season from the question last week.

III Executive Summary

a. ISO Dumplings PPR

- i. Jake: This was covered in SAF Exec because it is below the  
maximum amount. It passed Exec.

b. VSA Jukebox PPR

- i. Jake: This passed through last Thursday

#### IV Organization Resource Office

##### a. Post Programming / Post Conference Report

##### b. Programming / Conference Proposal

###### i. DSA Diwali Proposal

###### 1. **Skipped due to Author's absence**

###### ii. Hepcats Beantown Proposal

1. Jake: This was one of the last emergency things we had to pass in Exec. We asked them to reappear for approval. It is as shown.

###### 2. **Passes Unanimously**

###### iii. VSA Pho Night Proposal

1. Jake: Exec passed this due to time sensitive matters, but we asked them to come to reapprove the proposal

2. Rep: Based on the success of last year, we moved more than 400 bowls of noodles. I hope that you are going to approve this [as it stands.]

3. Evan: Nate, the attendance is 220 people. How many can the entertainment hold?

a. Rep 1: About 80 students at once. The event will be held in three sections.

b. Nate: In a seated setting it is 80, but they are planning on getting 220 people through.

c. Shannon: This proposal is well laid out.

###### 4. **Passes Unanimously**

#### V Student Activity Fee Organizations

##### a. Post Programming / Post Conference Reports

###### i. MUSO: The Onion PPR

1. Melissa [MUSO BM]: We had someone come to talk about the founding of the Onion. It was exciting.

2. Jake: I included the total artist fee and other items went to revenue.

3. Ian: I saw a lot of advertising and other items regarding this event, good job overall.

###### 4. **Passes Unanimously**

b. Programming / Conference Proposal

i. MUSO Jeff Rosenstock

1. Melissa: I am going to have Maddi talk about this
2. Maddi: This went through Exec last week, and I talked to Jeff and he will play for \$3,00 now. That brings down the cost quite a bit. We got two openers. The first will be Mint Green and the other will be Jake McKelvie and the Countertops. The openers are performing for \$150 each.

3. **Passes Unanimously**

ii. SENA Executive Orientation Proposal

1. Ian Kyle [Senate BM]: The Exec Orientation is a yearly event; all members of Senate must go. It is more of a bonding session so we can get to know each other. This year will be going to Agave in Portsmouth. Every meal will be under \$20/person
2. Shannon: Last year there was an issue due to a lack of orientation type things. What will you do differently this year?
  - a. Ian: Other orgs have done similar things in the past. People have gone to paintball as a “bonding session.” This is to get to know everyone. You really need to think less about the meals and how to become one unit.
  - b. Brennan: I spoke to both the SBP and SBVP. They will make it more of an orientation and the goals we have for the year
3. Abbi: You chose a higher end restaurant, couldn't you have chosen something else?
  - a. Ian: We checked the menu, most meals are under \$20.
4. Audrien: Will you apply for reimbursement at all?
  - a. Ian: We have not done that in the past and probably will not do that here.

5. Nick: What other orgs have done this?
  - a. Ian: MUSO had a proposal for a button machine and the Iranian Association just passed a proposal to go on a paintball expedition.
6. Shannon: I have heard contradicting statements of what this will be. So, I am a little concerned. I have gone to this myself, but this is not the best way to spend students' funds. You could go out on your own time. A lot of people in the group already know each other very well.
7. Abbi: I also think the expenses are extravagant. It could be cheaper.
8. Ian: The discussions were not contradictory, but complementary. We will also use this so new members of Senate can get to meet everyone. It will raise our cohesion. This is below the \$20 subsidy/person.
9. Nick: This orientation is about the bonding experience, but the sit-down nature does not seem conducive. I will be voting this down.
10. Ian: This was worked into our budget last year, it should have been discussed last October. IN the end, it is about everyone getting to meet each other.
11. Abigail: I think this is a good idea to raise cohesion.
12. Shannon: Can you come up with a set agenda regarding goals and planning to go along with the bonding?
  - a. Brennan: I'm sure that can be done.
  - b. Alexandra: We are making an agenda
13. Nate: Historically, Senate Orientation has changed a lot over the years, it used to be a weekend thing at a hotel, then it moved onto campus, another time they went to Prescott Park but it rained. I think the idea of orientation was what was discussed, now we are discussing specifics.
14. **Passes with Five ayes, two nays, and three abstentions**


## VI Other Business

### a. At-Large Interviews


- i. Jake: Now we will interview the candidate for At-Large Members. The discussion after will be in Executive Session
- ii. Interview of Brittany Baga started at 1:08
- iii. Nick L.: Motion to go into Executive Session to discuss approval of At-Large Members
  1. **Moved into Executive Session at 1:15**
  2. **Moved out of Executive Session at 1:24**
  3. **Brittany Braga Recommended to be appointed as At-Large Member**

## VII Adjournment

- a. Adjourned at 1:25

	<u>Organization Name</u>		<u>Event Name</u>	
	International Student Organization		Cooking with ISO: Dumplings	
	<b>Event Date:</b>	9/21/2017	<b>Location:</b>	Mub 302
	<b>Time:</b>	6:00PM-7:00PM	<b>PPR Due:</b>	10/5/2017
<b>Proposed Expenses</b>	<b>Amount</b>	<b>Actual Expenses</b>		<b>Amount</b>
<b>Ingredients</b>		<b>Ingredients</b>		
Meat	\$ 50	Meat		\$ 24
Vegetables	\$ 20	Vegetables		\$ 16
Dumpling wrappers	\$ 30	Dumpling wrappers		\$ 22
Oil	\$ 10	Oil		\$ 14
Sauce	\$ 20	Sauce		\$ 11
Utensils	\$ 20	Utensils		\$ 22
		Passed in Exec 09/28		
<b>Total Expenses</b>	<b>150.00</b>	<b>Total Expenses:</b>		<b>108.03</b>
<b>Attendance:</b>		<b>Attendance:</b>		
Students	50 @ \$ - = \$ -	Students	53 @ \$ - = \$ -	
Non-Students	@ \$ - = \$ -	Non-Students	0 @ \$ - = \$ -	
<i>Additional Revenue</i>		<i>Additional Revenue</i>		
<b>Total Revenue</b>	<b>\$ -</b>	<b>Total Revenue</b>		<b>\$ -</b>
<b>Total SAF Subsidy</b>	<b>\$ 150</b>	<b>Total SAF Subsidy</b>		<b>\$ 108.03</b>
<i>Cost Per Student</i>	<b>\$ 3</b>	<i>Cost Per Student</i>		<b>\$ 2</b>
<b>Organization/Event Information</b>				
Primary Contact:	Joseph Steinhauser	Secondary Contact:	Jia Mo	
Email:	<a href="mailto:jds1004@wildcats.unh.edu">jds1004@wildcats.unh.edu</a>	Email:	<a href="mailto:jm21@wildcats.unh.edu">jm21@wildcats.unh.edu</a>	
<b>Notice: Please email saf.cfo1@unh.edu or saf.cfo2@unh.edu if you have any questions about filling out a Post-Programming Report, or regarding the process of bringing the PPR to the committee.</b>				

\*Absent were: G... **Committee Decision:** ... & Dagger BM; Joshua Hollis, TNH BM; Krysta Gingue, SAF At-Large Member 1 (Proxy)

	<u>Organization Name</u>		<u>Event Name</u>	
	Vietnamese Student Association		Pho Night	
	<u>Event Date:</u>	11/4/2017	<u>Location:</u>	MUB Entertainment
	<u>Time:</u>	6pm-9pm	<u>PPR Due:</u>	11/17/2017
<b>Proposed Expenses</b>	<b>Amount</b>	<b>Amended Expenses</b>		<b>Amount</b>
<b>Broth</b>				
Chicken Broth (x10 cartons @\$3)	\$ 30.00			
Beef Broth (x14 cartons @\$3)	\$ 42.00			
Vegetarian Broth (x8 cartons @\$2.69)	\$ 21.52			
Fish sauce (x6 bottles @\$1.99)	\$ 11.94			
Pho spice (x10 cans@\$2)	\$ 20.00			
Chilly sauce (x6 bottles @2.99)	\$ 17.94			
Beef Bone (x30 lbs@\$3)	\$ 90.00			
Sugar	\$ 2.99			
Salt	\$ 1.99			
Black Pepper	\$ 10.00			
Mixed Spices (x10 bags@\$1.99)	\$ 19.90			
<b>Toppings</b>				
Chicken (x40 @\$2.99)	\$ 119.60			
Beef (x30 @\$4.99)	\$ 149.70			
Beef Meatballs (x30 packs@\$4.49)	\$ 134.70			
Tofu (x3 boxes @\$6.99)	\$ 20.97			
		Preliminary approval through SAFC Exec 09/28		
Pho Noodle(x50 bags@\$1.59)	\$ 79.50			
<b>Vegetable</b>				
Red Onion (x10 @\$1.99)	\$ 19.90			
Ginger (x8 @\$1.49)	\$ 11.92			
Cilantro (x20 bunches@\$1.29)	\$ 25.80			
Scallion (x30 bunches@\$0.59)	\$ 17.70			
Bean Sprouts (x15 @\$1.49)	\$ 22.35			
Basil (x20 packs@\$1.99)	\$ 39.80			
Lime (x15 packs@\$0.99)	\$ 14.85			
Chinese Raddish (x10 @\$0.99)	\$ 9.90			
Chilli (x1 lb@\$3.40)	\$ 3.40			
Carrot (x2 lbs@\$1.99)	\$ 3.98			
<b>Utensils</b>				
Chopsticks (x3 packs@\$10.49)	\$ 31.47			
Spoons (x2 packs@\$12.99)	\$ 25.98			
Aluminum trays (big) (x2 packs@\$8.2)	\$ 16.58			
Food wrapper (x1 roll@\$6.99)	\$ 6.99			
Napkins (x3 packs@\$8.69)	\$ 26.07			
Food containers (x1 pack@\$15.25)	\$ 15.25			
Bowls (x400)	\$ 149.00			
Table Cover (x30 @\$1)	\$ 30.00			
<b>Drink</b>				
Green Tea (x10 bottles@\$4.99)	\$ 49.90			
Coke (x10 bottles@\$2)	\$ 20.00			
Ice (x10 packs@\$1.5)	\$ 15.00			
<b>AV Technology Fee</b>				
	\$ 120.00			
<b>Total Expenses</b>	<b>1,448.59</b>	<b>Total Expenses:</b>		<b>0.00</b>
<b>Attendance:</b>				
	220	<b>Attendance:</b>		
Students	200 @ \$ - = \$ -	Students	0 @ \$ - = \$ -	
Non-Students	20 @ \$ 3 = \$ 60	Non-Students	0 @ \$ - = \$ -	
<b>Additional Revenue</b>		<b>Additional Revenue</b>		
<b>Total Revenue</b>	<b>\$ 60</b>	<b>Total Revenue</b>		<b>\$ -</b>
<b>Total SAF Subsidy</b>	<b>\$ 1,389</b>	<b>Total SAF Subsidy</b>		<b>\$ -</b>
<b>Cost Per Student</b>	<b>\$ 7</b>	<b>Cost Per Student</b>		
<b>Organization/Event Information</b>				
Primary Contact: Thu Phuong Dang		Secondary Contact: Raymond Zhu		
Email: <a href="mailto:td1098@wildcats.unh.edu">td1098@wildcats.unh.edu</a>		Email: <a href="mailto:lkraymondzhu@gmail.com">lkraymondzhu@gmail.com</a>		
<b>Notice: The Post-Programming Report for this event is due two weeks after the event has concluded, or until all receipts have come in. Please email SAF.CFO1@unh.edu or SAF.CFO2@unh.edu if you have any questions about the Proposal or PPR process.</b>				

\*Absent were: Gabriella Barbuto (Proxy), Mask & Dagger BM; Joshua Hollis, TNH BM; Krysta Gingue, SAF At-Large Member 1 (Proxy)



Organization NameEvent Name

Desi Students' Association

Diwali - Festival of Lights

**Event Date:** 11/19/2017**Location:** MUB GSR**Time:** 5.30 PM - 8 PM**PPR Due:** 12/3/2017

<b>Proposed Expenses</b>	<b>Amount</b>	<b>Amended Expenses</b>	<b>Amount</b>
Authentic Indian Food	\$ 4,240.00		
<b>Lighting</b>	<b>\$ 1,600.00</b>		
<b>Sound (MUB AV)</b>	<b>\$ 170.00</b>		
Costume	\$ 2,500.00		
Choreography	\$ 800.00		
Decorations	\$ 700.00		
<b>Total Expenses</b>	<b>10,010.00</b>	<b>Total Expenses:</b>	<b>0.00</b>
<b>Attendance:</b>		<b>Attendance:</b>	
Students 200 @ \$ 2 = \$ 400		Students @ \$ - = \$ -	
Non-Students 107 @ \$ 10 = \$ 1,070		Non-Students @ \$ - = \$ -	
Additional Revenue \$ 250		Additional Revenue	
<b>Total Revenue</b>	<b>\$ 1,720</b>	<b>Total Revenue</b>	<b>\$ -</b>
<b>Total SAF Subsidy</b>	<b>\$ 8,290</b>	<b>Total SAF Subsidy</b>	<b>\$ -</b>
Cost Per Student \$ 41.45		Cost Per Student	#DIV/0!

**Organization/Event Information**

Primary Contact: Tirthadeep Das (Tito)

Secondary Contact: Sriyaa Shah



Email: [td1034@wildcats.unh.edu](mailto:td1034@wildcats.unh.edu)Email: [sas1001@wildcats.unh.edu](mailto:sas1001@wildcats.unh.edu)

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**POST PROGRAMMING REPORT**

**SAFC DATE: 10/03/2017**

 UNIVERSITY of NEW HAMPSHIRE  <b>\$AFC</b> Student Activity Fee Committee		<b>VSA</b>					
		Jukebox					
		Event Date: 08/26/2017		Time: 7:00 pm - 9:30 pm			
		Location: MUB room 156		PPR Due: 9/9/2017			
<b>Approved Expenses</b>		<b>Amount</b>	<b>Actual Expenses</b>		<b>Actual Amount</b>		
Vietnamese Coffee		\$ 50.00	Vietnamese Coffee and Tea		\$ 31.02		
Traditional Souvenir		\$ 150.00	Traditional Vouvenir		\$ 55.44		
			Event preparation		\$ 44.31		
			Passed in Exec 09/28				
<b>Total Expenses</b>		<b>\$ 200.00</b>	<b>Total Expenses</b>		<b>\$ 130.77</b>		
<b>Attendance:</b>			<b>Attendance:</b>				
Students	50 @ \$ -	\$ -	Students	235 @ \$ -	= \$ -		
Non-Students	@		Non-Students	@ \$ -	= \$ -		
<b>Total Revenue</b>			<b>Total Revenue</b>		\$ -		
<b>Total SAF Subsidy</b>		<b>\$ 200.00</b>	<b>Total SAF Subsidy</b>		<b>\$ 130.77</b>		
<b>Organization/Event Information</b>							
Primary Contact:	Thu Phuong Dang		Secondary Contact:	Raymond Zhu			
Email:	<a href="mailto:td1098@wildcats.unh.edu">td1098@wildcats.unh.edu</a>		Email:	<a href="mailto:lkwraymondzhu@gmail.com">lkwraymondzhu@gmail.com</a>			

\*Absent were: Gabriella Erdos (Filipino) Member BM; Joshua Hollis, TNH BM; Krysta Gingue, SAF At-Large Member 1 (Proxy)

**Committee Decision**





Student Activity Fee Committee

Organization Name

MUSO

Event Name

Jeff Rosenstock

Event Date 10/20/2017 Location Entertainment CenterTime: 7:00:00 PM PR Due 11/3/2017

<b>Proposed Expenses</b>	<b>Amount</b>	<b><i>Amended Expenses</i></b>	<b><i>Amount</i></b>
Jeff Rosenstock	3,000.00		
opener (TBA)	\$ 100		
opener (TBA)	\$ 150		
Food	\$ 100		
<b>Total Expenses</b>	<b>3,350.00</b>	<b>Total Expenses:</b>	<b>0.00</b>
<b>Attendance:</b>		<b>Attendance:</b>	
<i>Students</i> 100 @ \$ - = \$ -		<i>Students</i> 0 @ \$ - = \$ -	
<i>Non-Students</i> 60 @ \$ 13 = \$ 780		<i>Non-Students</i> 0 @ \$ - = \$ -	
<i>Additional Revenue</i>		<i>Additional Revenue</i>	
<b>Total Revenue</b>	<b>\$ 780</b>	<b>Total Revenue</b>	<b>\$ -</b>
<b>Total SAF Subsidy</b>	<b>\$ 2,570</b>	<b>Total SAF Subsidy</b>	<b>\$ -</b>
<i>Cost Per Student</i>	<b>\$ 25.7</b>	<i>Cost Per Student</i>	<b>#DIV/0!</b>


**Organization/Event Information**

Primary Contact: Madison Madore

Secondary Contact: Melissa Ciarelli

Email: [mgm1008@wildcats.unh.edu](mailto:mgm1008@wildcats.unh.edu)Email: [mjc2007@wildcats.unh.edu](mailto:mjc2007@wildcats.unh.edu)

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	<u>Organization Name</u>		<u>Event Name</u>	
	Student Senate		Executive Orientation	
	<b>Event Date:</b>	10/27/2017	<b>Location:</b>	Agave Mexican Restruant
	<b>Time:</b>	6:30:00 PM	<b>PPR Due:</b>	11/10/2017
Proposed Expenses	Amount	<i>Amended Expenses</i>		<i>Amount</i>
Meals	\$ 360.00			
Gratuity	\$ 54.00			
<b>Total Expenses</b>	<b>\$ 414.00</b>	<b>Total Expenses:</b>		<b>\$ -</b>
<b>Attendance:</b>		<b>Attendance:</b>		
<i>Students</i>	18 @ \$ - = \$ -	<i>Students</i>	0 @ \$ - = \$ -	
<i>Non-Students</i>	0 @ \$ - = \$ -	<i>Non-Students</i>	0 @ \$ - = \$ -	
<i>Additional Revenue</i>		<i>Additional Revenue</i>		
<b>Total Revenue</b>	<b>\$ -</b>	<b>Total Revenue</b>		<b>\$ -</b>
<b>Total SAF Subsidy</b>	<b>\$ 414.00</b>	<b>Total SAF Subsidy</b>		<b>\$ -</b>
<i>Cost Per Student</i>	<b>\$ 23.00</b>	<i>Cost Per Student</i>		#DIV/0!
<b>Organization/Event Information</b>				
Primary Contact:	Ian Kyle	Secondary Contact:	Brennan Pouliot	
Email:	<a href="mailto:SENA.BM@unh.edu">SENA.BM@unh.edu</a>	Email:	<a href="mailto:Senate.Speaker@unh.edu">Senate.Speaker@unh.edu</a>	
<b>Notice: The Post-Programming Report for this event is due two weeks after the event has concluded, or until all receipts have come in. Please email SAF.CFO1@unh.edu or SAF.CFO2@unh.edu if you have any questions about the Proposal or PPR process.</b>				

\*Absent were: Gabriella Carrillo (Pro-D), Nick & Dagger BM; Joshua Hollis, TNH BM; Krysta Gingue, SAF At-Large Member 1 (Proxy)