Services and Activities Fee Committee Meeting Minutes
Wednesday, February 6, 2013
4:00 pm
PUB 307

1. Call to Order
   a. Markus Hammond, ASEWU Finance Vice President, calls the meeting to order at 4:09 p.m.

2. Roll Call
   a. Chair
      i. Markus Hammond
   b. Vice Chair
      i. Jordan Lemmon
   c. Students at Large
      i. Laura Glasgow
      ii. Samson Hatton
      iii. Lizbeth Ramirez
   d. University Personnel
      i. LeeAnn Case
      ii. Amy Johnson
      iii. Laurie Connelly
   e. Ex-officio
      i. None present
   f. Absent:
      i. Ted Carman, Stacey Morgan Foster and Becca Harrell

3. Minutes
   a. A motion to approve the minutes of the January 23, 2013 meeting is made by Laura Glasgow.
   b. The motion is seconded by Jordan Lemmon.
   c. The motion passes unanimously.

4. Changes to the Agenda
   a. Markus Hammond: No changes noted

5. Discussion Items
   a. ASEWU roll forward request - Markus Hammond: Presented roll forward of unspent $8,500 from 2012 fiscal year to current year.
      i. A motion to approve the roll forward of $8,500 of unspent S&A Fee revenue from 2012 to 2013 is made by Jordan Lemmon.
      ii. The motion is seconded by Laurie Connelly.
      iii. The motion passes unanimously.
      i. Markus Hammond – these are based on the guidelines and procedures that are currently in place but provide more detailed information.
The process for approval is that we need to review them and if they are approved by the S&A Committee we can present them to the BOT when we present the recommendations for funding for 2013-2014. The BOT will have to approve them before we can begin using them.

c. Distribution of completed S&A requests - Michele Munson – distributed all requests that have been reviewed and explained how the spreadsheets work.
d. Selection and scheduling of presentations:
   i. Markus Hammond: We will have Athletics and Music comes in next week and between now and next Wednesday I would like the Committee to think about how to select the remaining programs to present.

6. **Announcements**
   a. Next meeting
      i. No meeting tomorrow, next Wednesday 4pm same room.

7. **Adjournment**
   a. Markus Hammond adjourns the meeting at 4:45p.m.