

**SBA Meeting Minutes  
September 10, 2007**

*Senate Members in Attendance:* Brad Moloney, Kyle McCarthy, Jennifer Zamarripa, Carl Miller, Paula Holt, Mia Fiedler, Sheena Moran, Sarah Gilliland, Nicole Spezia, Aaryn Richardson, Stephanie Suzanne, Aaron Hayden, Brenda Jordahl, Chadwell Murley, Ryann MacDonald

*Ex Officio Member in Attendance:* Katie Kostka

*SBA Members in Attendance:* Steve Brautz

*Minutes Recorded by:* Mia Fiedler, SBA Secretary

- I. Call to Order (4:30 p.m.)
  - A. Brad Moloney - President
- II. Old Business
  - A. Approval of 8/20/07 & 8/27/07 minutes
  - B. Discussion:
    1. None
  - C. **Motion to approve the SBA minutes for 8/20/07 and 8/27/07**
    1. Moved by Jennifer Zamarripa
    2. Seconded by Paula Holt
    3. Vote: **Passed Unanimously**
- III. New Business
  - A. Funding Requests
    1. Steven Earl
      - a. Travel Request:
        - (1) Environmental Law Conference
        - (2) Registration Fee
        - (3) Requested \$595.00
        - (4) **Recommended by Finance Committee: \$297.50**
      - b. Discussion:
        - (1) By-laws only allows 2/3 of registration fees to be paid by SBA; Finance committee to allocate only 50% of request rather than 2/3 in order to balance possible benefit to school vs. possibility of no benefits to the school
          - (a) Possible benefits to school: last year the student was able to procure four speakers from networking at this conference
          - (b) However, if the student fails to procure such speakers, benefit to the school is likely minimal
        - (2) Is he part of the Environmental Law group?
          - (a) Don't know - request was made as an individual

- (3) Are individuals barred from receiving funds? What will they bring back?
        - (a) He did state a good rationale (4 speakers to do speaker request) but 50% is good balance between individual gain vs. benefit to the school
    - c. **Motion to allocate \$297.50 to Steven Earl for the registration fee for the environmental law conference**
      - (1) Moved by Paula Holt
      - (2) Seconded by Ryann Macdonald
      - (3) Vote: **Motion passes** (12 for, 3 opposed)
  - 2. The Free Press
    - a. Request for Publication Costs and Supplies for news magazine
    - b. Requested: \$500.00
    - c. **Recommended by Finance Committee: \$420.00**
    - d. Discussion:
      - (1) They did not make an annual request
      - (2) The request was reduced by \$80 in a matter related to the Dean's suite and a reimbursement
      - (3) The recommendation is contingent that it is a one time start up cost; such an amount will never be granted again
      - (4) Why is the recommendation for a one time disbursement rather than split disbursements throughout the year, especially if they are to fundraise for themselves?
        - (a) The committee did not want them have to pay for publication costs out of pocket
      - (5) The amount is more than awarded to the Writ
        - (a) they already had money, but the Free Press had none
        - (b) Initial allocation to the Writ was for food - \$150
          - i) The Writ actually awarded \$2,375.00
      - (6) The Free Press is an SBA recognized as a student organization
      - (7) Most of the request is based on publication costs
      - (8) Should they be given fundraising seed money instead of money for requests?
        - (a) The seed money is for fund raising, not for start-up costs
    - e. **Motion to allocated \$420 to Free Press for publications costs and supplies**
      - (1) Moved by Paula Holt
      - (2) Seconded by Chadwell Murley
      - (3) Vote: **Motion passes** (1 opposed, 14 in favor)
- B. Dress Code for SBA Meetings
  - 1. Discussion:
    - a. Would like to have one passed, doesn't matter what it is; however, if one is passed, it should be adhered to by everyone on the Senate

- b. Business Casual
  - (1) Are jeans ok?
- c. Why is this a topic?
  - (1) It is not uncommon for administrators to be at the SBA meetings; such as Deans
  - (2) Always have advance notice when administrators attend meetings
- d. Last year, the dress code was in theory was business casual, but was not adhered to at many times
- e. One possible idea is to have Senate Polos
  - (1) Would serve to identify Senate members to the student body
  - (2) Polos should not be the dress code - we are in a professional environment which should be sufficient incentive enough to encourage business casual dress
- f. no indecent clothing
- g. Tabled until next week
  - (1) Definition of business casual to be drafted by Brenda Jordahl

#### IV. Reports

##### A. President

- 1. Received email in last week from Dean regarding faculty committees
  - a. The email contained a break down of how he has allocated faculty members onto different committees; he is willing to talk about students being on different committees
  - b. Brad will provide the breakdown next week of the committees
    - (1) Should discuss which ones are important and try to get a student on
    - (2) The student member can be either students from Senate or body
      - (a) Senate would prefer to have Senate members on the committees to make it easier to report to the Senate about the committees
- 2. Last year the professionalism committee presented guidelines
  - a. The guidelines suggests that the positions should be open to student body but the Senate has approval as to who gets recommended to the Dean as the Dean has ultimate power to appoint students to the committees
  - b. Senate should have the approval process
    - (1) The professionalism committee created steps for this process
    - (2) Should keep in mind that it may be prudent to open the positions to the student body to avoid overburdening the Senators
  - c. Reporting structure guidelines?

- (1) The guidelines did require that the student should attend meetings and report to the Senate
      - (2) There are certain restrictions in order to ensure adherence of the guidelines- for example, if they miss two or more meetings, they are to be replaced
    - 3. Binders
      - a. Office depot did not have enough binders so they will be ordered and assembled soon
    - 4. Business cards
      - a. In the past, the cost was \$40/box of 500 cards for students
        - (1) There was a nominal profit per order for the SBA
        - (2) Thus far, have received 11 orders
          - (a) The costs of cards have been raised to \$54.00
            - i) in order to make the nominal profit, would have to raise the price of business cards to \$60.00/box
      - b. Discussion:
        - (1) The SBA was not informed of the cost increase; explanation given is that 50% increase is based on supplies; the increase is likely to be due to the branding initiative
        - (2) There is no way to go to another printer because there is an exclusive contract with DU with this particular printer
        - (3) We can initially offer them for \$60.00
        - (4) Are the costs constant?
          - (a) The costs do not decrease with volume
        - (5) **Place on new business next week**
- B. Vice-President (Social/Planning)
  - 1. Meeting either next week, or possibly this week (*after the Senate meeting adjourned, a meeting for the Social/Planning Committee scheduled for 4:30 p.m. on Wednesday*)
  - 2. Harvest Party
    - a. Sept. 20, 2007 (Thurs)
    - b. likely Purple Martini (9-midnight)
    - c. Mandatory event for all Senate members
    - d. Event where election results will be announced
    - e. There will be alcohol provided ~ free drinks for ladies
    - f. Also Paula Holt's Birthday :)
  - 3. Elections
    - a. All information has been sent out to 1Ls and L.L.M. programs;
    - b. A test website has been available to 1Ls and L.L.M. students to allow students to sign in and vote for fake numbers to ensure system works.
    - c. Candidate statements are due tomorrow (Tuesday 9/11/07 at 4:00 p.m.)
    - d. Elections will be held on Sept. 18<sup>th</sup> from 9:00 a.m. to 7:00 p.m. on

Sept 20<sup>th</sup>

- e. Reminder emails to be sent out in the morning of Tuesday the 18<sup>th</sup> and afternoon of the 20<sup>th</sup>
  - f. No one will know until the Announcement Party
  - g. Should the candidates be informed prior to Harvest Party of election results?
    - (1) Possible to inform them by phone call
    - (2) No need, the Harvest party is not merely an announcement party; the Harvest Party is also a social event
- C. Vice-President (Fundraising)
- D. Treasurer
- 1. \$51,590 (current balance)
  - 2. Missing \$55,000 from Dean's Suite
  - 3. Should be noted that:
    - a. 4 student organizations have not yet contacted Paula regarding annual organizations
      - (1) PILG - contacted Paula prior to the meeting and therefore should receive their funding, once they meet with Katie Kostka and Katie Vilders regarding information from the meeting.
      - (2) The Writ contact Katie Kostka and therefore should be allocated their money
    - b. The Hindu Law Student Council & Law Students for Choice have not yet contacted Paula - their allocation of \$2100 is currently being withheld
    - c. Travel Balance: \$15,702.50
    - d. Speaker Balance: \$9,640.00
    - e. Student Organizations: \$5,530.00
- E. ABA/LSD
- 1. A monthly report can be obtained from the ABA listing how many DU students are currently a part of the ABA
  - 2. Currently, approximately 250 members of the ABA in DU
- F. Senator Reports
- 1. The night students are currently seeing a non-responsive pattern from the administration
    - a. Should such issues be referred to Townhall meetings?
      - (1) Yes, the meetings should involve alcohol and a number of microphones to fill the forum
      - (2) Perhaps an Open Mike Night, if time permits
      - (3) The first one will likely be the first or second week of October
        - (a) likely at 5:15 p.m. to accommodate both day and evening students.
- V. Adjourn (5:30 p.m.)