SLSSA Board Meeting Minutes
1/20/2012

1 ATTENDANCE

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Present</th>
<th>Absent</th>
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</thead>
<tbody>
<tr>
<td>Greg</td>
<td>Co-President</td>
<td>X</td>
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<tr>
<td>Amanda</td>
<td>Co-President</td>
<td>X</td>
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<tr>
<td>Daisuke</td>
<td>Academic VP</td>
<td>X</td>
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<tr>
<td>Michelle</td>
<td>Academic VP</td>
<td>X</td>
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<tr>
<td>Phuong</td>
<td>Academic VP</td>
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<tr>
<td>Rue</td>
<td>DPPC</td>
<td>X</td>
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<tr>
<td>Sena</td>
<td>DPPC</td>
<td>X</td>
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<tr>
<td>Mónica</td>
<td>DPPC</td>
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<tr>
<td>Brandon</td>
<td>Social VP</td>
<td>X</td>
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<tr>
<td>Michael</td>
<td>Social VP</td>
<td>X</td>
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<tr>
<td>Marissa</td>
<td>Social VP</td>
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<tr>
<td>Sangki</td>
<td>FLERR</td>
<td>X</td>
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<tr>
<td>Yuta</td>
<td>FLERR</td>
<td>X</td>
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<tr>
<td>Aurora</td>
<td>Secretary</td>
<td>X</td>
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<tr>
<td>Hami</td>
<td>Secretary</td>
<td>X</td>
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<tr>
<td>Linda</td>
<td>Treasurer</td>
<td>X</td>
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<tr>
<td>Cheryl</td>
<td>Treasurer</td>
<td>X</td>
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<td>“</td>
<td>Computer VP</td>
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<tr>
<td>Megumi</td>
<td>Computer VP</td>
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</tbody>
</table>

2 MEETING LOCATION
Building: Moore Hall
Conference Room: Moore Hall 551

3 MEETING START
Meeting Schedule Start: <4:30>
Meeting Actual Start: <4:36>

4 AGENDA

- <Greetings and Opening Remarks from the Chair>

- <Minutes Approval>
  - <Minutes approved>

- <Committee Reports>
  - <FLERR report>
    - Were not able to meet with the Linguistics Dept. for the new policies but will meet by the next board meeting.
• General ideas:
  o ICON has not been asked to do maintenance except for once last December. They cleaned the machine and replaced some parts. The machine was in overall good condition.
  o Must pay $201.69 per month or there will be a late fee.
  o The Linguistics dept. has been making some payments. They are satisfied with splitting costs down the middle with SLS. They haven’t been informing the SLS Secretary (Karen) about the payments, but Sangki thinks they should.
  o Decided to employ honors system: people will pay for their copier machine use.
    o Plan A: If charge 5 cents, must make 2019 copies to break even on copy machines
    o Plan B: If charge 10 cents, must make 1009 copies to break even
    o Plan C: 5 cents/copy for non-member and visiting scholars using honors system, free for members who have paid membership fees (will have a copy limit for members ⇒ must decide on limit #)
    o Motion and approved to accept Plan C
    o Sangki and Yuta will try to come up with a limit (from 200 to 300) and inform board by next month or ASAP.
  o We should announce that we have a printer available in classes and through e-mail to SLS list.
    o Sangki and Yuta will send out e-mail about copier availability.
  ▪ The big copy machine will be available for use until July. Linguistics Dept. and SLS will split costs for the rest of the payments.
  ▪ Cheryl will be e-mailed the estimated costs for this.

  o <Academic VP report>
    ▪ January Book/Bake Sale successfully executed January 18 and 19
      o Earned $469.70 ($369.70 more than estimated). $260 on the first day, $210 on the second day.
      o General break down of earnings: Books: $247; Coffee: $58; Baked Goods: $120; 1 Printer: $15
      o Spent around $28 for supplies (Daisuke has receipt)
      o Would like to compensate bakers for their contributions.
- Motioned and approved to compensate bakers with receipts 100% and those who used ingredients (or without receipt) $5.
  - Net profit of ~$442.
  - Still have roughly half of the total amount of books we started with.
    - No specific dates for workshops yet. An e-mail has been sent out for ideas, suggestions for presenters. Waiting for feedback.

- <Social VP report>
  - Marissa has joined as a new Social VP.
  - Successful Welcome Cooler.
  - 2 new memberships
  - Came out even on budget
  - Decided to do a survey-monkey for future coolers to ask everyone about when is a good time to have them (date and time)
    - Next cooler likely to be Feb. 9th at 6:30pm
  - Tentative cooler dates for the semester: Feb. 9 (Thur); Mar. 8 (Thur) St. Patrick's Day Theme; April 5 (Thur); and May 3 or 4 (Thur-Fri)
  - Still looking for a table. Probably at Wal-mart. Approx. under $50. Motioned and approved to allow $50 for purchase of a table.

- <Computer VP Report>
  - Megumi is trying to make a “permalink”. It will directly guide the users to UH’s Library homepage, once they click the “SLS Resource at Hamilton Library” icon. The current icon leads the users to a text link, which they have to click in order to get to the library page. Megumi will see if she can work something out.
  - Photo policy:
    - Making an announcement before the event that pictures will be taken and it might be posted on the website. If the picture is posted and the person wants the picture to be taken down, they can request to do so.
  - Photo policy motioned and approved
- Suggested that this “Opt out” information as well as “upcoming events” can be posted in a SLSSA “newspaper” or periodic “bulletin”

- **Sena requests that the information discussed at the meetings should be compiled in a newsletter.**
  - <DPPC report>
    - Meeting dates for this semester: Feb. 8, March 5, April 11, and April 30
    - DPPC accepted an *update/revision to the visiting colleague policy*, stating explicitly that VCs should have 1) a PhD in hand or when invited by a faculty member, be working on one, and 2) have a strong research proposal.

- <Treasurer>
  - Should Cheryl buy a new toner for the printer? Will check if there is one available in storage.
  - Treasury report distributed
  - The Treasurers have not received leis receipt from the last Academic workshop. Please contact Cheryl with receipt (Phuong might have the receipt?).
  - Ruth Crymes checks still have not been cashed
  - Will re-order checks since ran out. Reimbursements will be in cash until the new checks come.
  - Will add copier cost estimates.
  - Would like to know estimates from costs for retirement party and academic workshops. Please contact Cheryl with the information.
    - Dr. Schmidt does not want a retirement party, but we can still give him a gift ($20)
    - **Motioned and approved to spend $20 for Dr. Schmidt’s retirement gift (as a gift from SLSSA).**
  - Anyone who still has receipts for SLSSA expenditures can still get reimbursed. Please give Cheryl the receipt.
  - Linda would officially like to step back from acting as Treasurer VP.
    - **Sena will step in as new Treasurer VP**
• Should we try to publicize our budget separate from the minutes?
  o May be a little dangerous to post in open public display
  o Will decide how this should be done next meeting

• <Old Business>
  o <Constitution Committee>
    ▪ Greg will send out an e-mail for next meeting
  o <SLSSA Meeting dates>
    ▪ Amanda will continue to send out “when is good” dates

• <New Business>
  o <Fundraising>
    ▪ We may want to add new position of Fundraising VPs once FLERR disbands.
    ▪ Sena also suggested position for community liaison to connect SLSers with ESL/EFL organizations/SLS alumni.
    ▪ Book/Bake Sale to be rotated among the SLSSA board members (two members per sale).
      o Marissa and Aurora will volunteer to do the next book/bake sale.
  o <SLSSA T-shirts>
    ▪ Talk to Dr. Crookes and collaborate with SLS department.
    ▪ Sena will be in charge of SLSSA T-shirts and talk to Dr. Crookes.
    ▪ Sell the T-shirts at coolers?
    ▪ Suggested that we do survey monkey for design ideas.
    ▪ Free t-shirt for someone who comes up with best design
      o T-shirt design contest motioned and approved.
  o < ASUH and SAPFB Funding>
    ▪ ASUH: restricted to events benefiting undergraduates.
    ▪ SAPFB: funding support for co-curricular activities and programs such as Registered Independent Organizations (RIOs), University departments, and University-affiliated programs. Funding is for the following semester, not this one.
    ▪ Application instruction workshop (required): Wed., Jan. 25 from 6:30pm – 7:30pm in Architecture Auditorium
    ▪ Application deadline Fri., Feb. 10 at 4:00pm
A 10-minute hearing is also required (hearings scheduled between Feb. 17–20)

Ideas for funding? (Welcome or Graduate coolers, Greg’s dance fundraiser)
  - Coolers, retreat, Graduation Cooler
  - Greg proposes a dance party as a fundraiser for Micronesian shelter
    - We can discuss Community Liason VP position and our goals with this position/organizations during the next meeting
  - Motioned and approved to apply for funding to pay for coolers and the next retreat
  - May be able to fund transportation

5  MEETING END 5:40

6  NEXT MEETING TBA