

Admin Meeting Minutes – April 8th, 2014

Led by: Jesse Kasim

Attending

Henry Croll
Ed Nunez
Max Nagarajan
Luke Styles
Kelly Stifter
Spencer Borchardt
Becca Herron
Jesse Kasim
John Connelly
Becca Mattson
Allison Hitchcock
Anirudh Srivatsa
Sami Meyer
Alex Motley
Jacob French
John Bartoletta

Announcements:

John Bartoletta: hold a duck race. Pay 5 USD for a rubber duck, first one to win gets a prize. (Have a student band play at the end; sell at grocery stores)

Kelly: Outreach presentation at Hopkins north junior high school. Want to partner with us to hold an event to spread awareness (in next fall)

Spencer: WFA training. (Sami – nolls (sp). Register soon through them, each individual signs up individually. No longer paying for half of WFA training by an SSF grant. Proposition (Kelly) - EWB is required to pay for 2 for each trip (half of costs). Paying for WFA training is up to project lead; incorporate into project budget). Direct people to “knolls.” Doodle will close on Thursday 9 PM.

Anirudh: Email from Ben about storage space in Shepard. See if we can get a new space in civil. May need to clean up or move our stuff from Shepard (pipes from ram pumps, etc.)

Becca: “Clean Shepard Party”

Kelly: Project leads – google voice (has 10 USD). If project leads need to use it, ask Kelly. Project coordinator, president, and project leads will be only people with the g voice account info.

John Bartoletta: Successful meeting ayer, decided to travel in January if they raise money. First document is due July 17th. Uganda picked to push nursery forward, next summer do implementation w/scale of Bugonzi announcement

Jacob French: Guatemala picked new community (one of 2 possible ones). Will be large scale project with small community. Email chain changed (will use Guatemala, not agua)

Alex: send email when email chain changes to Guatemala

Guatemala project in talks with prof chapter about transferring project to student chapter; makes fundraising easier

Chipolte fundraiser about 400 USD, will get a check

Spring Reception – May 3rd; let Julie know if you want people to get info from spring reception. Try to get silent auction items for spring reception. Will need 10-15 servers (will not pay for meal). Will need other volunteers (will have to pay student fee). Food is salad, main course, dessert, lemonade (dinner).

Student fee =10USD; 25 for indiv; 40 for couple. Cash bar for those over 21. Presentations from people & some videos. If Eduardo or Sami videotapes, it is for the spring reception. Mentors get good silent auction stuff. Your group gets money for silent auction stuff you get (prize = pizza party). Can invite anyone, even if they did not donate. Want them to pay online with credit card (we get more money); can also pay at the door.

Summer Softball league – email from Sami

Admin transition deadline –

Deadline after finals/before September 1st

Senior admin need to be responsible for nothing over summer

Transition at June 1st; new officer has phone number and email of old officer, will be contactable

Old admin stepping up for planning events

Require old admin to come to first 2 admin meetings in the beginning of the year?

Pres, VP, fundraising, finance switch at the same time

Once a month admin meeting over skype; require old and new admin to attend these. (Project meetings occur over the summer).

June 1st = deadline for changeover; Over the summer electronic admin meetings for both old and new admin to attend

Jesse write up SOP for admin transition

Next admin meeting = constitution