

## EWB-UMN Admin Meeting Agenda/Minutes

<b>Subject</b>	<b>EWB-UMN Admin Meeting</b>	<b>Date</b>	<b>March 22<sup>th</sup>, 2011</b>
<b>Facilitator</b>	Scott Evan Miller	<b>Time</b>	4:00 PM
<b>Location</b>	Lind Hall 5	<b>Scribe</b>	Scott Evan Miller
<b>Attendees</b>	Manuel O., Samuel Lee, Kathleen Thurmes, Katheryn Hope, Ryan Ballard, Charles Vermace, Stephanie Nappa		

Key Points Discussed		
No.	Topic	Highlights/Notes
1.	Guatemala trip overview!	<ol style="list-style-type: none"> <li>1) Previous governing board for community signed agreement to do implementation pre-work. However, new governing board elected recently, who do not want the implementation to go through</li> <li>2) Team had bought materials and plane tickets already to do implementation</li> <li>3) Smaller team traveled to speak with community and gauge reasons why they did not want implementation</li> <li>4) Focused on previous implementation (rainwater harvesting system) – how to maintain, repair the existing system – working on sustainability for May trip, then scoping out project</li> <li>5) The governing board and the village are “not in agreement” is the general consensus of the trip. Need to work out these communication issues</li> <li>6) Materials for the implementation are still down in the community, are ready if implementation occurs in May/near future</li> </ol>
2.	Constitution update – who can take some time to do this with Scott?	<ol style="list-style-type: none"> <li>1) Amendment – never allow stipends for main officers, but allow officers to form committees to hire a graphics designer (if we really need one)</li> </ol>
3.	Fundraising banquet	<ol style="list-style-type: none"> <li>1) 5x7 postcards sent out to the list of sponsors</li> <li>2) 21<sup>st</sup> of April from 6-8 at the Cargill building on Saint Paul campus</li> <li>3) Need a recommendation from a list of professors from MPIRG</li> <li>4) Need silent auction items – start talking to people you know/places for free stuff!</li> </ol>
4.	WFA Training – April 1-3;	<ol style="list-style-type: none"> <li>1) Drew Quirk</li> <li>2) Jade Moreau</li> <li>3) Trist Janiss</li> <li>4) Samantha</li> <li>5) Tim Kibler</li> </ol>

<b>Key Points Discussed</b>		
<b>No.</b>	<b>Topic</b>	<b>Highlights/Notes</b>
		Should have up to 8
5.	Talk to Peter, Tiffany, Kim about at International Conference	1) Can we cut the probation period in half? Not a year, but 6 months 2) Lauren set up a meeting time with Kim Griffis for the International Conference.
6.	Q&A Session for Future Officer Positions – keep prior agenda topics SHORT.	3) Stephanie Nappa is interested in outreach/recruitment!

<b>Action Plan</b>			
<b>No.</b>	<b>Action Item(s)</b>	<b>Owner</b>	<b>Target Date</b>
1.	Update Constitution – based on template given out by SUA	Scott Evan Miller	April 27th
2.	Email out WFA information	Scott/Kathleen	NOW!