

Minutes from SWSA Board meeting
Written by Kat Kolde

10/2/2016

Start time: 4:15pm and end time 5:07

Present: Raul, Kat, Micah, Liz (on Skype)

1. T-shirts

- SWSA made \$800 at the freshman orientation in t-shirts and food sale. \$400 has been deposited into the SWSA account and the remaining \$400 is in the SWSA box. Thus far, we have made an additional \$200 on T-shirt sales.
- We have already paid off the shirts and we are now making a profit.
- For purchases on-line, there is an additional \$2 charge per order.
- For on-line students purchasing t-shirts SWSA will cover the cost of shipping fees.
- We are now taking pre-orders for v-necks and sweaters. V-necks will cost \$15 and sweaters will be approximately \$35 (we are still not 100% sure on the costs but we are estimating).

2. Community Service

- On October 24 and 25 the class cohorts will wear purple for Domestic Violence Awareness Month and the cohorts will take a class photo. Students that are On-line can take a self-photo wearing purple and we can post them on the SWSA page as well.
- Kat put together a calendar and will e-mail it to Micah to be put on the SWSA page
- The helping hands pantry was included onto the calendar for every other Saturday from 7am-3pm.
- Operation Christmas Child (OCC) collection is November 14th-21st therefore we will stop collecting items on November 10. We will put together the boxes on November 12 at 10am (the location is to be announced, we need to make sure the resource room will be open).
- Kat will call the OCC shipping house in Orange County to set up a day where we can go to the corporate office and help them pack up boxes.

3. Class Announcements

- Talk to your cohorts and ask for class liaisons
- Announce community service and collection for operation Christmas Child (OCC) (We will have handouts for the meeting on Oct 7)
- Announce committees and provide sign-ups
- Announce v-necks and sweatshirt pre-orders

4. Delegating Tasks

- Raul went shopping today and bought \$140 worth of snacks and drinks for the resource room.

- WE NEED SOMEONE WHO IS WILLING TO DO FOOD AND DRINK INVENTORY, COUNTING THE MONEY BOX AND RESTOCKING THE FOOD/DRINKS. IF INTERESTED CONTACT RAUL.

5. Buddy List

- The buddy list will be done tonight (10/2) by Raul and an e-mail will be sent this week so everyone should know who their buddy is.
- We are also working on creating a buddy day as well as a study day
- The study day would be a time where you study with your buddy and the mentor (2nd or 3rd year student) can get community service hours.

6. Website

- Micah has posted the bio's that we wrote when we were running for SWSA however he still needs pictures from the board members.
- Liz you need to send Micah both a bio and a picture..
micahkcarlson@gmail.com
- Class liaisons will also be added to the website when they are established
- Micah asks that everyone go through the website and make sure everything is accurate and there are no mistakes.
Swsacsusb.weebly.com

7. Lobby Day Hotels

- Liz has been doing research and established a group rate for us at Embassy Suites-Riverfront (the same hotel as last year).
- The online rate is \$249 a night and our group discount is \$179 a night.
- Liz will call again and will have them save 10 rooms for us. The rooms will have 2 queen beds and a pull out couch. The hotel includes complementary breakfast, free shuttle to the airport and wifi.

8. Banquet venue

- The Event Center on CSUSB is free for us to use for the Banquet.
- Raul has a meeting with the head to get the confirmation. No date has yet been confirmed.
- We still need to pay for catering, AV and set-up.
- Also we need to determine if we need an alcohol license.