September 29, 2015
From: Sue Garcia

Chair, Dr. Carolyn King called the meeting to order at 4:10pm

In Attendance: Vice President Michel Hodge, Carolyn King, Ted Rosen, Susan Garcia, Danny Sexton, Jim Bentley, Ray Volel

Absent: Linda Ostrowe, Peter Novick, Adam Luedtke

I: Approval of the agenda September 29, 2015
   a. The agenda was approved by voice vote.

II: Approval of the minutes of September 17, 2015.

III: Reports
   A. Updates on the Volunteer fair
      • Danny had received 9 completed registration forms from participating agencies. (We didn’t get any agencies that involved animals and the arts.)
      • There are a total of 6 on-campus offices.
      • Carolyn will confirm the amount of tables by next meeting and inform Public Safety. She will also send out a reminder email.
      • The Holocaust center will be getting back with Carolyn to let her know if they are coming. (Adam had been in communication with Marisa Berman.)
      • Student Government agreed to sponsor and donated $200.00. Contact Wei Li regarding payment of invoices.
      • Discussed the proposed structure for the Volunteer Fair:
         o Tables will be set up at 10:00-10:30am. (Semi-circle with opening to face parking lot and popcorn stand in the center.)
         o Carolyn will send email to everyone to be ready to START @ 12:00
         o Getting Table cloths (Carolyn to purchase)
         o Carolyn, Ted, Danny and JB to greet guests and set-up
         o JB is bringing water
         o Ray wanted a table for Voting Registration
         o Will have students sign the Sign-in sheets (At popcorn table?)
      • During out next meeting, we will confirm everything else.

   B. New Business
      • Ray discussed the events coming up: Latino Festival (10/01/15), Leadership weekend (10/16/15-10/18/15), Club Presidents and Advisory Luncheon (10/21/15), Halloween Party (10/29/15).

      • Next meeting will be Tuesday, October 6th, 4:00pm MA-317

Adjourned @ 5:00pm