

**SBA Meeting Agenda
January 17, 2006**

- I. Present
 - a. Rachael Levy
 - b. Jason Gordon
 - c. Lauren Beckenbaugh
 - d. Moeshe Wilensky
 - e. David Blan
 - f. Maren Solberg
 - g. Charlotte Felber
 - h. Rachel Lynch
 - i. Randi Morrison
 - j. Stephen Muller
 - k. Mike Demetriou
 - l. Spangler
 - m. Ryan Strong
 - n. Erica Khalili
 - o. Sandra Worthram
 - p. Daniel Robertson
 - q. Kristina Janusz
 - r. Laura Freeman (Frank)
 - s. Austin Kaplan (NLG)
 - t. Joel Roberson
 - u. Bina Palnitkar
 - v. Tressa Pankovitz
 - w. Jessica Winkler
 - x. John Booras
- II. Opening Remarks
 - a. Booras –
 - i. Welcome back
- III. Approval of Nov. 6 Meeting Minutes
 - a. JG motion
 - b. Khalili – second
 - c. All yay – motion approved
- IV. Officer Reports
 - a. President
 - i. Thanks to Joel and Spangler for changing the test policy
 - ii. Spring Break in New Orleans?
 - 1. past students went to New Orleans to help out
 - 2. similar effort for this spring break
 - 3. maybe we can get them to get us money to fund anybody to go down there
 - b. VP Day - JG
 - i. Law Week - April 3-8, 2006
 - 1. Meeting Will be Friday, January 20th

2. Student Orgs are encouraged to attend
 - a. Tues will be diversity day and get all groups to get all them together to celebrate
 - b. Good event and want to showcase that
3. Details of the Week will be mapped
4. BOG Members that want to help are encouraged to attend
- ii. ABA National Elections
 1. Informational Meeting Friday, January 20th
 - a. Separate from ABA but offers good opportunities
 - b. Encourage 1L reps to run for this because not excluded from holding both ABA and other positions
 - c. Certain offices are open and the meeting will be held in Hawaii so think about that
 2. Anyone interested should attend
- iii. 7th Circuit Spring Meeting
 1. I need help with budget, and securing additional speakers
 - a. Will be held at Kent
 - b. Weekend of Feb 25
 - c. Social events – 20 bucks all you can drink type of thing
- iv. Career Job Search Event - Co-Sponsored by ABA, February 9, 2006
 1. Food, Publicity, 1L Announcements, Career Services
 2. winter national meeting in Chicago so brining in some of the top attorneys coming in
 3. need one person to help out with the catering
 - a. Demetriou will do food
 4. Publicity
 - a. Winkler
 5. 1L announcements
 - a. All 1Ls
 6. person to get career services on board
 - a. Gordon
- c. VP Night – Tressa
 - i. awards to adjunct / part time professors?
 1. talking to a prof about an adjunct profs that have been here forever. So we should have another award for an adjunct professor. It would also bring in people to law week.
 2. Separate award.
- d. Treasurer - RL
 - i. Approval of the new finance code
 - ii. Budget is tentatively set but will be changed until next wed at 5pm
 - iii. Finance committee next weekend to get this process going
 - iv. If these do pass the SBA will have to submit a budget to the SBA
 - v. Joel and Spangler run down on finance code
 1. document is culmination of gripes and procedural process and was created to help those out and the goal is to put down on paper in

writing as to inform the student groups of how we work as the SBA

2. these have all been distributed but are now in the same place.
3. Page 5 – under the constitution we have the power to determine how the funds are distributed and the guidelines of how that is done
4. Disclaimer for change if necessary
5. Qualifying event – only for events that are open to the whole class
 - a. RL – so this will impact PAD?
 - b. Spangler – Yes, and is in the constitution
6. Section II details are budgeting process
 - a. Timelines / deadlines
 - b. Each org (including the SBA) has to submit the SBA
 - i. Came to the decision that the SBA needs to be budgeted and be able to maintain financial integrity
 - c. Some things are different for the SBA however
7. Travel events in the summer must be budgeted in the previous spring semester
8. only budget request will be considered
9. there should be some way to regulate student organizations so you have to turn in the bylaws and the number of members that you have.
 - a. Been there but now a requirement in this document.
10. Section 2, part B is how the committee will determine the budget for each group.
 - a. Added this appeals process so this is prelim
11. SBA is a bit different than student orgs in this prelim funding –
 - a. Since we generally contract Barristers in the fall, we place that in the fall
 - b. We've set up an earmarking system, we are not approving those funds but they are earmarked for the socials in the spring. Vote on them to be earmarked and then voted on to be approved.
12. The rest of the money is placed in an OOPS fund which is leftover money that is not earmarked nor approved for and will be available for other organizations
13. lists a guideline (not rigid rules) for the finance committee to consider when approving the budget.
 - a. Page 10 on the proposed financial code
 - b. Whether we want the leaders to actually come to the committee in person to appeal
 - i. RL – how is this going to work?
 1. we tell them how it is going to be approved
 2. Joel R – if the code is adopted, the student org give their requests, the committee comes up with the prelim funding, then the student

org can appeal to the finance committee before it goes to the BOG to actually be approved.

3. Spangler - Student org would have 5 days to appeal. Then that would go to the committee and they can review and then it would go to the BOG for final approval
 - c. After the appeals meeting, the committee would come up with a final recommendation
 - d. BOG always has the final say so it can always be sent back
14. Semester budget approval – 2/3 vote
15. RL – when is the SBA budget do?
 - a. Same process if the SBA member appeals. (President or Treasurer would file the appeal)
 - b. We can amend stating that it could be any person on the SBA or the Vice President.
 - c. Would the social chairs or barrister's ball chair have to go to the President to have them appeal. Or we can say that it is anybody that isn't on the finance committee.
 - d. Demetriou – could it be the person on the constitution and by-laws committee as the designee?
 - e. RL - could it be the President?
 - f. Spangler – the person who appears can't be on the finance committee, but other than that it doesn't matter
 - g. J Gordon – the President is not a member of the committees, therefore, they can be the person that will be designee
 - h. Friendly amendment – considering there will be no objection
 - i. *To be added in page 11, after the second sentence of the 1st paragraph. In the case that that SBA appeals the preliminary Funding Recommendation, no person shall appear on behalf of the SBA that is currently a member of the SBA finance committee.*
16. Most of the groups know what their big ticket items will be so this shouldn't be too difficult to budget. However, we understand that other things do pop up, so section E on page 12 spells out what they can do to approve pop up money requests. The treasurer will have the discretion to call in another finance committee
 - a. The treasurer would say I have 5 supplemental money requests that need to be approved. That money would come out of the OOPS fund.
17. Line item requests/allocations
 - a. Say org approves an event, then the org decides not to do that event anymore, the org can't use that money for anything they want anymore.

- b. Therefore, we set up this line item reallocation request. The discretion is left up to the finance committee. Say it is basically the same event but different location or something, then it will most likely be approved just by the finance committee.
 - c. If it is substantially different then this will go to finance committee, approved, and then to the entire BOG as a supplemental request.
 - d. RL – proposes an amendment of a \$50 leeway as to reallocate the money to something else.
 - e. Spangler – this was not set up to work that way.
 - i. We shouldn't have check requests that are for something that wasn't approved.
 - f. RL – examples: Catering ordeal. Groups do need some leeway if the reallocation is only \$25.
 - i. It would be a waste of Janet's time to tell her that she now has to transfer 20 bucks from the OOPS fund because the group went over \$20.
 - g. Spangler – SBA would be held to this as well.
 - h. Joel – if a student org plans an event that will be more, Treasurer would be brought to the finance committee.
 - i. RL – but this would put the orgs in a bad spot because
 - j. Tressa – point of information
 - i. What if Rachael and Pat need to get together for a little more time to hammer out some of these points? Email vote in the next 48 hours?
 - k. Muller – why can't we just lower the dollar amount.
 - l. Levy – orgs are going to go over their allocated amount by \$20. This would burn the finance committee, but you have to give the treasurer some leeway to approve small over-expenditures
 - m. Demetriou – well if all over expenditures were over 20% then this will be a huge amount.
 - n. Spangler – usually it goes from one orgs funds for one event to cover the difference.
 - o. Demetriou – couldn't the finance committee be able to look at if they went over the amount and then use that info and better budget for next semester.
 - p. Demetriou – are we solely talking about reallocating?
 - q. Spangler – we will approve it how it is and then email amendment.
18. RL – can we add a provision that has the orgs submit something prior to the trip that will include a reasoning as to why they are going.
- a. Joel – on pg. 14 we say they can go to one national convention no matter what.

- b. Spangler – Levy
 - c. Demetriou- can we add within US?
 - i. *AMMEND: pg. 14, second paragraph, second sentence: Travel expenses of a national convention (ADD: within the United States) ...*
- 19. Catering – inside catering section establishes the guidelines of how to do this. It would make the person bring an amount to the SBA before they order it, that must be approved, and then they can order it.
- 20. Purchase Order – IIT’s policy so can’t do anything about that.
- 21. Unauthorized spending – student org’s responsibilities
- 22. Private accounts are not available
 - a. JG – do we have recourse for this?
 - b. Spangler – would be in violation of this financial code and then subject to the Board of Inquiry
- 23. We aren’t going to fund things that are not open to all students.
- 24. National Dues section: section C, pg. 20
 - a. SBA won’t allocate monies for individual dues for national organization
 - b. Will compensate national dues to be a member at Kent.
 - c. Will not compensate national dues that are limited to only certain members.
- 25. Finance committee and treasurer should be the ones responsible for amending, of course, it will still be approved in front of the BOG. Person may still bring up an amendment if they so desire.
- 26. Posting and Copying may be changed in the future but this just provides a good guidelines
- 27. Joel – we said that the student orgs must be given 10 days notice of when this is due.
- 28. Booras – Motion to amend
 - a. All ay
 - b. No nay
 - c. Financial code is approved. Any amendments will be sent out to be approved for
- e. Secretary
 - i. Street Law announcements
- V. New Business
- VI. Old Business
- VII. MOM
 - a. Joel
- VIII. Roll Out
 - a. Motion to adjourn – Roberson
 - b. Second – Gordon

E-mail vote for amendments to the Proposed Financial Code
18 Yay’s

1. Jessica Winkler
2. Rachael Levy
3. Lauren Beckenbaugh
4. Joel Roberson
5. Michael Demetriou
6. Tressa Prankovitz
7. Jason Gordon
8. Bina Palnitka
9. Ryan Strong
10. Jordan Powell
11. Patrick Spangler
12. Kristina Janusz
13. Sandra Wortham
14. Maren Solberg
15. Cameron Williams
16. Stephen Muller
17. Erica Khalili

E-mail vote on budget approval

1. Jessica Winkler
2. Rachael Levy
3. Kiran Ali
4. Lauren Beckenbaugh
5. Charlotte Felber
6. Tad Cleaves
7. Mike Demetriou
8. Cameron Williams
9. Matt Lash
10. Farina Chaundry
11. Joel Roberson
12. Pat Spangler
13. Jason Gordon
14. Maren Solberg
15. Erika Khalili
16. John Booras
17. Jasmine Simmons