P = Present

A = Absent

* Call To Order
	+ 5:24pm
* Roll call
	+ Bryce - P
	+ Lucas B - P
	+ Stephanie - P
	+ Lorendy - P
	+ Karime - P
	+ Callie - A (Excused)
	+ Matthew - P
	+ Lucas W - P
	+ Ethan - P
* Recognition of Guests
	+ Lisa Jackovich
* Approval of Agenda
	+ Moved Lorendy
		- 2nd Matt
* Approved of Minutes
	+ Moved Lorendy
		- 2nd Matt
* Reports
	+ Chair
		- Spoke w/Lisa on monday regarding today's presentation, sent out emails to SUFAC members. Had Ad Hoc meeting Tuesday to discuss Guidelines Voting, completed some contingency requests
	+ Vice Chair
		- Spent time learning new position, approved contingencies
	+ Speaker of Senate
		- Worked with reaching out to students to join SGA, mayor's visit to SGA meeting, discussed city related tasks, preparing for shared governance meeting in madison, meeting with Jay Rothman
	+ SGA Exec
		- Reiterated points made by the Speaker. Met with Josh Moon to discuss the gap between Student Athletes and Students, SGA leadership meeting, various miscellaneous tasks
	+ Liaison
		- Met with Chair and Vice chair to allow Matt to log in with Okta. Non-traditional club is working w/Athletics for a teddy bear toss to raise awareness and funds for Saint Vincent's Hospital, which will happen at a WBB game later the semester. 2 new orgs are starting. Juggling club is up and running. Acapella Group has an event planned for open karaoke coming up soon. Working w/Chair regarding budget training meeting last night for all orgs. Made a quiz for orgs to take so that they recall their training.
* Presentations
	+ Sample Budget Discussion
		- Went over Sample Budget forms, including the last 2 years of actual money, as well as the previously verified budgets.
		- 5% pay plan for 26, 2% for 27
		- Most locations Salaries are the largest portion of budget
		- Riley mentioned 😱
		- Explained how university breaks down overhead costs and various other expenses.
		- Spoke on asking questions (and gave examples of questions) related to auxiliaries when they come to present to make sure we agree with their spending
		- Non - Allocable vs. Allicobale
			* Non Allocable - Can't get rid of them (Athletics, Electricity, etc)
			* Allocable - Can get rid of/Manage (Cheer and Dance, Band, etc,)
		- Matthew (Questions)
			* What are Fringe Benefits?
				+ Lisa: Benefits for employees that come along with salary. Ex. Insurance
		- Karime:
			* What do you consider Full time?
				+ Lisa: 12 Credits
		- Ethan:
			* What do you pay if not taking full credits
				+ Lisa: You pay per credit
	+ Updated Guidelines Review
		- Banners
			* Size chosen to be able to fit on a desk or a doorframe (2x4ft)
		- C/VC will be notified of fundraising requests and may bring it before the committee at their discretion
		- No community members or non UWGB members may participate in club sports
			* Keeps clubs to UWGB students only
		- Coaches and support staff are permitted to be members however no SUFAC funding may be used to cover their expenses.
			* Keeps Seg fees from going to club salaries
		- Please reference Contractual for payment of services rendered.
			* References above
		- SUFAC does not fund individual memberships in which a personal account is created and attached to a student (no personal logins)
			* Those who try to get a subscription that are attached to an individual
		- To equitably distribute limited funds to all student organizations for food items; a maximum of $1500 is available to each student organization per fiscal year (July 1 to June 30) for food funds.
		- All food and beverages funded by SUFAC must be purchased through the University Dining Service unless the event is held in the Mauthe Center, the STEM Innovation Center, or the Weidner Center, the food and beverages are purchased by an approved vendor for an organizational event, or a non-standardized food form has been approved from the Union Director.
		- An organizational event by definition is an event/meeting focused on the members within the organization. A university event by definition is an event/program sponsored by an organization with the intent of sharing with the UWGB community.
		- An approved vendor may not exceed $150 for an organizational event.
			* Now advertised for anyone to come, it's an event for all of the students on campus and not just club members, aka an open event. This goes for all segments above this that regard food.
			* For ex. 1st gen phoenix can use more money for open events.
		- Travel expenses will be funded at a maximum of **$80** per person per day. The cost per person per day shall be calculated in the following way: The total SUFAC contribution = Number of attendees x The total # OF travel days which is the day you leave until the day you return
			* To limit confusion for students so they do not over book hotels
		- Travel Registration is defined as fees to partake in an event, including Individual, Group, Conference and Tournament Registration.
			* Sometimes, students have to sign up as individuals, and what is the cost between individual and group?
		- Any organization receiving money must inform its members about what they did on their trip through a presentation in a meeting within a month following the trip. If a trip is taken in the summer, the information must be presented at the first meeting of the new semester. SUFAC must be notified as to the presentation date and time.
			* Allows for transparency between Orgs, their Individual Org Members, and SUFAC to see how funds were spent
	+ Moved to vote
		- Moved by Lucas W
			* 2nd Lorendy
* Action Items
	+ Guidelines Voting
		- Motion Passes: 5 - 0 - 0
* Announcements
* Adjournment
	+ 6:30pm