



Florida A&M University

Organization & Finance Committee | Spring Academic Term

Second Session Agenda

January 16th, 2020

- A. Call to Order: 6:01
- B. Roll Call/Verification of Quorum
 - Senator Patrick - **A**
 - Senator Clements - **E**
 - Senator Jones - **P**
 - Senator Gilbert - **P**
 - Senator McKinney - **P**
 - Senator Kebe - **P**
 - Chairman McClinton - **P**
- C. Approval of Agenda/Minutes
 - Moved: **Senator McKinney**
 - Second: **Senator Kebe**
- D. Unfinished Business
 - N/A**
- E. New Business
- Special Allocation Meeting times:
 - Jazz Ensemble – 6:00 pm
 - **Robert Griffin: Director**
 - **Zachary Mighty – President**
 - **Requesting \$8,620 in assistance for travel to HBCU Fayetteville State University Jazz Day Festival April 3rd – 5th**
 - **38 passenger coach - \$4,316.00**
 - **Balance due 3-19-2020**
 - **Hilton Garden Inn - \$2,432.00 (8 rooms/\$152/2 days)**
 - **Block reserved for attendees**
 - **Meal Allocation - \$1,920.00**
 - **Current account balance of \$3,996**
 - **Feb. 28th at foster tanner Upcoming Concert fundraising opportunity – target of \$1,250 profit based on 125 attendance @ \$10 ticket. Subject to expenses**
 - **Other fundraising options totaling at least \$600**
 - **Cut \$304 from lodging – Cannot fund faculty**

- Cut \$1,920 from meals because of projected fundraising goals and current account balance, will attempt to lend assistance in fundraising opportunities
 - Moved: Senator Gilbert
 - Second: Senator McKinney
 - Committee approved total allocation request of \$6,444 – bill to be written by Senator Jean-Louise
- Army ROTC – 6:30 pm (6:50 pm)
 - Alyssa Hamilton
 - Mohogany Smith
 - Louis Zanders
 - Military ball request and leadership conference
 - Request: \$10,000 – Military Ball
 - Army ROTC Willing to cut the photo booth – (-\$850)
 - Everything else is part of the Hotel Package
 - Request: \$2,500 – Leadership Conference
 - Mentorship, training, growth focused events
 - Army ROTC willing to cut breakfast (-\$800), lunch (-550), 5 tokens of appreciation for speakers (-\$300)
 - Total Original Request: \$12,500
 - New Request after Army ROTC cuts: \$10,000
 - Fundraising Totals
 - Totals thus far – (\$4,200) or (\$6,500) – two numbers were reported
 - Expenses thus far \$3,900
 - Committee had questions on account and how the event was fundraised previously, will consider the request on first priority when all available information is sent.
 - Table Request until all information is received: (Army ROTC will email the necessary documents for the special meeting of the OFC committee on Friday, 1-17-20)
 - Moved: Senator Gilbert
 - Seconded: Senator Jones
- Institute of Electronics and Electrical Engineers – 7:00 pm (7:25 pm)
 - Gerrard Hepburn
 - Jabari Capers
 - Professor Leon Prosper
 - Total Original Request: \$10,000
 - Travel: \$9,586.47
 - Flight with 50 students to Baltimore
 - Conference February 13th – 16th
 - Flight quotes are updated daily – Committee informed the representatives that there may be difficulty in securing flights with the current timetable
 - Received allocation from SGA Last year
 - This is an annual Conference Trip
 - Chairmen McClinton offered that the committee could fund the hotel or another item to lower the cost since flights would be unfeasible.

- Bus to Jacksonville: \$2900 Al'dria or Astro \$3140
 - Due January 30th
 - The representatives will meet with the committee tomorrow at 3:30 pm to allow time to collect information for Hotel, and registration expenses, to see if an allocation can be changed to fund items less time determinant.
 - National Council for High Education (NCHE) – 7:30 pm (7:55 pm)
 - Debra Lewis
 - National Educational Association (NEA) Summit is in Orlando travel March 12-15th
 - 12 passenger van: \$567.31
 - 6 rooms (\$630.62) x 10 people (2 advisors): \$3,783.72
 - Total Travel Request: \$4,351.03
 - Symposium: April 3rd-4th
 - Total Request: \$9,076.94
 - Committee will inquire on SGA partnership to defer the cost of the grand ballroom.
 - The organization paid previously for what is outlined at “Metz Snack” last year.
 - New Request Total: \$8,826.94
 - Request Accepted
 - Moved by Senator McKinney
 - Seconded by Senator Kebe

Grand Ballroom	4	\$250.00	\$250.00
FAMU Percussion Ensemble Steel Band	1	\$700.00	\$700.00
Hampton Inn & Suites for reception (room)	1	\$150.00	\$150.00
21% service charge	1	\$42.00	\$42.00
Metz reception (Friday evening)	1	\$717.73	\$717.73
Metz breakfast (Saturday morning)	1	\$473.75	\$473.75
Metz lunch (Saturday morning)	1	\$1,131.25	\$1,131.25
Metz snack (Saturday afternoon)	1	\$411.87	\$411.87
2 sleeping rooms for 2 nights (4/2 - 4/4)	4	\$159.00	\$636.00
hosted bar	1	\$50.00	\$50.00
table cloths (from Metz)	20	\$5.00	\$100.00

F. Open Floor:

- Senator Jones: Appreciated the efficiency of the meeting and the willingness of committee members to think about the impacts of everything that is funded and express decisions in front of the organizations
- Senator Kebe: Enjoyed the efficiency of the meeting.
- Senator McKinney: The meeting felt organized, enjoyed the notes within the minutes
- Senator Clements: Felt the meeting went well
- Senator Gilbert: Wants to ensure we stay on schedule and maintain a more organized discussion in the beginning, ensuring that every committee member voice is recognized.
- Chairman McClinton: Superb meeting, good decisions to keep the number of orgs

down per meeting to be respectful of everyone's time. Wants to focus on staying on schedule next meeting. The committee will resume tomorrow 1-17-20 for a special session to meet with IEEE and review Army ROTC information.

G. Final Roll Call

Senator Patrick - **A**

Senator Clements - **P**

Senator Jones - **P**

Senator Gilbert - **P**

Senator McKinney - **P**

Senator Kebe – **P**

Chairman McClinton - **P**

H. Adjournment – **8:54 pm**