Meeting called to order at 7:03 PM by Casey Lambert

I. Introductions

II. Business—Casey Lambert
   a. Purchasing a fridge ($129.00) and a printer ($184-249) for the office. Students spend a lot of time in the office, and we want them to have something to store their food in. We’ve gone through 2 colored printers in the last 3 years, so we want to get a better one. We want to be able to print papers, buttons, etc.
      i. Casey motions to vote for a purchasing limit of $200 to buy the Brother printer
         1. Matt Talley seconds
         2. Chair Casey Lambert abstains
         3. Unanimous “yes” vote for the purchasing limit for a Brother printer, except for Casey Lambert’s abstention
      ii. Casey motions to vote for a purchasing limit of $150 to buy the Igloo 4.6 cubic foot refrigerator
         1. Walter Dodson seconds
         2. Chair Casey Lambert abstains
         3. Unanimous yes vote for the purchasing limit for the refrigerator, except for Casey Lambert’s abstention
   b. Purchasing a button maker for the office to make buttons in-office, which is useful and more cost effective than ordering buttons
      i. Casey motions to vote for a purchasing limit of $200 to buy a button maker
         1. Kharl Reynado seconds
         2. Casey Lambert abstains
         3. Unanimous “yes” vote for the purchasing limit for a button maker, except for Casey Lambert’s abstention
   c. Casey motions to reimburse person who orders pizza tonight up to $50 for phonebanking meeting from 6-10 PM
      i. Alex Pawlak seconds
      ii. Passes unanimously
   d. Casey motions to amend the original vote of $50 for pizza tonight to a $100 reimbursement (9/11/17) due to the expected numbers of those in attendance
      i. Walter Dodson seconds
   e. Casey motions to have the business office order the pizza tomorrow night (9/12/17) for phonebanking from 6-10 PM
i. Seconded by Kelly Flanagan
ii. Passes unanimously
f. Purchasing office supplies for the office for campaigns/office work (see attached items and prices)—approx. $500-$600. Major cost is the toner and roll of paper.
   i. Casey motions to put a $1,000 cap on office supplies to cover any price surges and marginal costs that are unaccounted for
      1. Bob Hannan seconds
      2. Passes unanimously

III. Recruitment Drive
    a. Roles at the Kick-Off
       i. Set-up and clean-up crew
          1. Set-up: arrive 15 minutes early, make sure the room is set up as we need it to be. Decoration
          2. Clean-up: stay for 15 minutes after the kick-off, taking down decorations, putting chairs away
       ii. Sign-In
           1. Using laptops to sign people in through a Google form, greet people at the door
       iii. Greeters
           1. Chatting and being friendly with new members, welcoming them to the organization
       iv. Playlist
           1. Music for when people enter the kick-off room
    v. Social Coordinator
       1. Coordinate a small gathering afterwards
    vi. Speaker Set-Up
       1. Two confirmed speakers
       2. Talking to our guest speakers

Meeting adjourned at 7:36 PM by Chair Casey Lambert

Minutes Submitted by Emily O’Hara