

Meeting Minutes

Subject	Sitka Student Government	Date	December 6, 2010
Facilitator	Marliyn Durocher	Time	10:05 AM
Location	RM 215; Teleconference	Scribe	Jessica Johnson
Attendees	Sonia Lodhi (President), Marilyn Durocher, Jessica Johnson, Katrina Wolfe (Vice President), Barb Morse (PITAAS)		
Absent			

Key Points Discussed		
No.	Topic	Highlights
1.	PITAAS (Preparing Indigenous Teachers & Administrators for Alaska Schools)	SGA was introduced to Barb Morse from the Juneau campus. She went over the program she represents; aiding rural native Alaskans in obtaining teacher and admin positions. No Motion passed discussion only.
2.	Goal progress discussion Goal: Increase local and distance student involvement.	Bus Pass progress: <ul style="list-style-type: none"> Sandra and Sonia submitted a requisition for \$400 for bus passes. Katrina is still trying to contact Nikki to discuss billing options. No Motion passed discussion only.
3.	SGA donated Christmas tree	No requisition needed found last year's tree. No Motion passed discussion only.
4.	SGA Officer Payment	Sonia, Marilyn and Katrina met with Debbie Sonnenberg. <ul style="list-style-type: none"> Need to submit a paragraph about SGA activity. The higher amount will indicate a tax take out from paychecks No Motion passed discussion only.
5.	SGA sponsored charitable donation event	Progress: <ul style="list-style-type: none"> Display is done; SGA needs to vote on whom to give the donations to. No discussion of marketing actions discussed at last meeting. No Motion passed discussion only.
6.	Popcorn machine release	Log form accepted and finished. No Motion passed discussion only.
7.	Goal progress discussion Goal: Increase local and distance student involvement.	Introduction progress: <ul style="list-style-type: none"> Jessica emailed Eric with the specifications that SGA was considering. No Motion passed discussion only.
8.	SGA wreath purchase	Jessica motioned for a requisition for \$30 to purchase a wreath from Mt Edgecombe school for holiday decoration.

Key Points Discussed

No.	Topic	Highlights
		Motion passed to vote, vote unanimous
9.	<p>Goal discussion</p> <p>Goal: have all students identify as UAS students (increase personal identification).</p> <p>Added action: UAS holiday clothing sale</p>	<p>SGA discussed adding an action; a SGA sponsored clothing sale.</p> <ul style="list-style-type: none"> • Due to the time constraint and lack of man power, it will not be offered online. • Will be held Thursday 12/16 10-12 & Friday 12/17 12-3. Sonia will man the sale Thurs., Katrina will man the sale Fri. • Students will receive a 15% discount, faculty 25%. • Jessica will generate a flyer to market the sale on campus and at the school, email to members, and Joy Branson. • Ask Joy about a newspaper ad. Possible \$30 needed for newspaper. <p>Motion to vote on action passed, vote unanimous.</p> <p>Motion to requisition \$30 for advertising passed, vote unanimous.</p>
10.	<p>Providing food and refreshments to students during finals week.</p>	<p>SGA discussed having food and refreshments for students during finals week.</p> <ul style="list-style-type: none"> • In the past there have been sandwich making items and refreshments in the lounge. • Talked about providing popcorn and juice on the days of the sale, since Sonia and Katrina will be on campus for clothing sale, they can facilitate. • Jessica will generate flyer. <p>Motion was made to requisition \$200 for popcorn and refreshments for finals week. Motion passed, vote unanimous.</p>
11.	<p>SGA finals BBQ cancellation</p>	<p>The calendar reflects that a BBQ was to be held on 12/15. This event was not approved by 2010 SGA.</p> <p>Motion to cancel unauthorized BBQ, passed, vote unanimous.</p>
12.	<p>SGA digital signatures</p>	<p>SGA discussed digital signatures, conversation revealed that it may be easier to just have Jessica use fax.</p> <p>Need for digital signatures amended.</p>
13.	<p>Phone bill payment</p>	<p>SGA motioned to pay phone bill for \$25.94, passed, vote unanimous.</p>
14.	<p>Adjournment</p>	<p>Motion to adjourn passed at 11:20</p>

Action Plan			
No.	Action Item(s)	Owner	Target Date
2.	Talk to contact about invoice options	Katrina	ASAP
2	Submit actions paragraph to Debbie	Sonia	ASAP
3.	Requisition for wreath (\$30)	Sonia	ASAP
4.	Requisition for refreshments for finals (\$200) and marketing (\$30)	Sonia	ASAP
5.	Flyer for refreshments and sale	Jessica	ASAP
6.	Manning of holiday sale and finals refreshments	Sonia and Katrina	12/16 & 12/17
7.	Phone bill payment	Marilyn	TBA

Agenda For Next Week		
No.	Topic	Highlights
1.	Progress of goals one and two	Update after action items are accomplished.
2.	Officer Pay	Revision, budget information
3.	Review of seasonal actions and donation	Update; decide on whom to give donations to. Check on Eric.

