



Executive Board Meeting Official

Meeting Agenda

February 14, 2024

11:00AM – 12:00PM

To be held in-person in TPS 110

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Open Public Forum
- VI. Unfinished Business
- VII. New Business
 - a. Annual Budget Reduction Prioritization
- VIII. Board Updates
- IX. Advisor Updates
- X. Chair Updates
- XI. Adjournment

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Call To Order: 11:01AM

<u>Position</u>	<u>Name</u>	<u>Status</u>	<u>Notes</u>
President	Holly Wetzell	Present	
Director of University Affairs	Roland Heyne	Present	
Director of Internal Affairs and Communications	Jamie Song	Present	
Director of Finance	Alicia Whitten	Present	
Director of Outreach	Vacant		
Director of Legislative Affairs	Chrystal Volkova	Present	Zoom
Director of Student Technology	Jayana Estacio	Present	Zoom

Motion to amend the agenda to include STFC hiring

Moved: Director Heyne

Seconded: Director Estacio

5-0-0

Motion the agenda to also include voting for STFC assistant

Moved: Director Heyne

Seconded: Director Song

5-0-0

Approval of Agenda

Moved: Director Heyne

Seconded: Director Song

5-0-0

Approval of the Minutes

Moved: Director Song

Seconded: Director Heyne

Vote: 5-0-0

Open Public Forum

No members of the public are present.

Unfinished Business

None

New Business

a. [DISCUSSION] Annual Budget Reduction Prioritization

President Wetzel showed the spreadsheet of the 2024-2025 to the budget proposal. It had positions related to ASUWT, travel, supplies, food, and other services. The reduction preparation should be 10% is \$466,747, 20% is \$414,866, and 30% is \$363,052. She also stated that the director's input on topics that are to be discussed in this meeting should not be specific hourly/dollar amounts, but general priorities of what should and shouldn't be cut first.

Director Heyne mentioned that the Senate, and City Liaison reduce from \$20 to \$18 hourly. Senate should be reduced to 7 hours a week at the minimum. City Liaison in fall and spring cut hours, will have higher hours in winter for huskies on the hill. Currently the Seattle and Bothell campus minimum wage is at \$20, and the proposed budget for directors should stay at that.

President Wetzel emphasized how 20 hours a week for director positions should show reason the amount of work that is 20 hours and must be presented to SAFC. Director Heyne stated that if CCE stipends passed, not as many hours for Director of University of Affairs. Director Heyne also mentioned how the job tasks of the multimedia specialist to utilize the hours for the positions more effectively.

Director Whitten talked about positions on ASUWT, travel, supplies, and food. For travel the motor pool, mileage reimbursement, Husky of the Hill and WSA retreat could have potential reductions. For supplies the office supplies, nameplates, business cards, nametags, and promotional items could also have reductions as well. Reduce promotional to at least \$2,000 instead of \$5,000. Cut nametags and nameplates budget down to maybe \$400 instead of \$1,000. Food and other services have not been discussed and will most likely not have reductions in this area. Talked about stipend positions and should be based on time spent on projects. Also showed why the campus would not want the 30% reduction.

Director Heyne talked about ensuring that the executive board starts in summer. In addition to having the senate start in summer but can be cut. He also mentioned ensuring the taskforce positions exist and ensuring there is programming money. Director of University of Affairs position should have a 3-5 hour cut but 20 hours a week is needed instead of 25. The multimedia specialist hours could go down to 9-12 hours. Office Manager hours could go down to just 9 hours quarterly. Election chairs have more hours, don't start in Fall, and have higher hours in Winter/Spring. Taskforces could have less hours in summer.

Director Estacio mentioned to ensure taskforce positions exist. If STFC started sooner, not as many hours would be needed during the fall.

Director Volkova mentioned to make sure the legislative liaison starts as soon as possible

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(summer). Next year is an election year, city liaison would do more due to that. Don't reduce WSA retreat funds if possible.

Director Song mentioned to ensure that taskforce positions exist.

Advisor Conor has also made helpful statements to help the directors make informed decisions of what they should cut.

b. [Discussion] STFC Hiring

Director Heyne mentioned that the applicant seemed lack knowledge of STFC but seemed capable of taking minutes. Seems like a good opportunity to get involved and understand the position on campus and get professional experience. Although doesn't stand out but there is no other interest in the position either. Does not seem passionate about the position but seems like he will do what the tasks required for the position.

Director Estacio said that she wasn't impressed or felt secure when interviewing this candidate. Stated that if they hired a candidate that was interested in STFC they may apply for STFC position in the future which is needed. The candidate answers in the interview were only a sentence or two.

All the Directors decided to market the position more and see if they can get more interest within the student body by tabling.

c. Entertain the motion to postpone the vote until 2 weeks from today which would be March 6th meeting

Moved: Director Heyne
Seconded: Director Song
5-0-0

Board Updates

<u>Position</u>	<u>Name</u>	<u>Updates</u>
President	Holly Wetzel	Talked to Mentha on Monday about the closet. Health and Wellness group does not need to do a lot of legwork. Closet may be up and running maybe in the summer or this year.
Director of University Affairs	Roland Heyne	Making sure CCE has the money it needs.
Director of Internal Affairs and Communications	Jamie Song	Now have a graduate senator and will be reaching out to them this week.
Director of Finance	Alicia Whitten	Working on annual allocations.
Director of Outreach	Vacant	

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Director of Legislative Affairs	Chrystal Volkova	Scheduling with Seattle and Bothell.
Director of Student Technology	Jayana Estacio	Working on annual allocations.

Advisor Updates:

Advisor Conor talks about elections email that was sent out recently.

Chair Updates:

President Wetzel talks about working on slides for the town hall and will be sending out an email just reminding people.

Adjournment At 11:56AM