Student Activities Budget Advisory Committee
Meeting Minutes
February 10, 2021
(meeting virtually via Microsoft Teams)

VOTING MEMBERS PRESENT: Renee Butler, Travis Friday, Nikole Gianopoulos, Nigel Harris, Parker Thompson, George Williams, Andrew Wittmayer

VOTING MEMBERS ABSENT: Phillip Brown, Vincent Coakley, Juvoni (JJ) Lopez

OTHER NON-VOTING MEMBERS AND ADMINISTRATIVE REPRESENTATIVES PRESENT: Ronald Briggs, Andrew Harvill, Tonya McPherson, Trecee Safford, Ann Marie Thomas

CALL TO ORDER: SABAC Chair, Nigel Harris called the meeting to order at 3:30pm. Attendance was taken and quorum met. A motion was made by Andrew Wittmayer to approve the meeting minutes, from the January 13, 2021 meeting, seconded by Travis Friday, motion to approved passed 6-0-0.

SUPPLEMENTAL FUNDING REQUESTS
Kennesaw Kainat
We are planning to get windbreakers for people who support our team, therefore, the embroidery cost is something we need help with. We have already bought the jackets, but need help for the embroidery money. We have bought the windbreakers already with the money that we had left through amazon which was @277.48. We do not have enough money to do the embroidery which costs $169. This was the cheapest place we found around Marietta and Kennesaw to do our jackets for us. The members of Kennesaw Kainat already got their jackets personalized which we spent our own money for, therefore we are asking for help to embroider the windbreakers that other people that are not in the club for. It will be around $169 at the cheapest price around town. Thank you so much.

Supplies-Embroidery for Jackets
$169.00

No student attended SABAC Meeting to represent the Organization.

Discussion- If this is something open to all students then it probably could work, but since there is no way for us to really know, it would be difficult to say. Members outside the organization could mean they are potential new members.

Rationale- SABAC had no way of verifying some of the questions that were needed to be answered in order to make a decision on this request without a member of the organization being present. Andrew Wittmayer moved to approve $169.00, seconded by Travis Friday.

Motion failed 6-0-0.

Professional Sales Club at KSU
The Professional Sales Club at KSU will be sponsoring a free to enter raffle open to all current KSU students in order to promote the RSO. The COVID-19 Pandemic has greatly affected our ability to interact with KSU students on our traditional face to face recruitment modality. With this in mind we are hoping to transition to a new student marketing strategy which will be in part aided through SABAC funding for our raffle. Our raffle will consist of merchandise in the form of: Custom Tee Shirts with Sales Club branding. The Sales Club at KSU, why behind the Tee Shirt raffle is to: 1. Create Greater Awareness of the RSO in a COVID-19 Friendly Manner 2. Use the Promotion of the RSO as a Funnel System to introduce students to the Professional Sales Major 3. Award Students with Trendy Quality Apparel We will conduct our raffle using Google Forms and within the response destination, Google Sheets, we will run an automated function that will select random rows of student names as winners in order to ensure complete integrity & an unbiased raffle. We have determined the most cost effective and reputable vendor will be: Printify for the custom tee shirts. The Cost Estimate is as follows: - 1 Light Blue Tee Shirt with a Custom Front and Back Logo from Printify (Sizes: S,M,L) will cost: $15.45. - It is our
intention to give away 15 tee shirts to KSU students so: $15.45\times15 = $231.75. - Sales Tax Cost = $16.70. - Shipping Cost = $46.50. - Grand Total Cost for 15 Custom Tee Shirts amounts to: $294.95.

**Virtual Programming-Raffle/awards/prizes**

Dates- March 15, 2021

$300.00

**Questions**- The sales tax cannot be included. How does this raffle make your organization better? We are unable to meet face to face so we wanted to come up with ways we could promote our organization and still do so virtually. We thought having a raffle would be a good way to get students to attend as well as give them something in return.

**Discussion**- Would this be considered part of their promotional funding? Yes, so if they were to request further promotional funding, they would only be eligible for the balance.

**Rationale**- approved based on SABAC funding policies and procedures.

Travis Friday moved to approve $278.25, seconded by Andrew Wittmayer.

Motion passed 6-0-0.

**NEW BUSINESS-FUNDING RE-ALLOCATION**

Kennesaw United would like to re-allocate funds that were previously approved for them back in July for an event on February 19, 2021 @ 5pm. The event will consist of food for 20-30 people and will include: Pizza, fruits, juices, water, sandwiches, chips, donuts, wings, sodas, plastic wear, and napkins. Other items include hand sanitizers, masks and other miscellaneous Care items. They would like to re-allocate $665 towards this event.

**Questions**- This would be considered dinner, so per diem would be $21. They would not be able to get masks since there are so many masks already available on campus. If it is for 30 people, then the amount of allowable per diem would be $630.00, (which calculates $21 x 30 people).

**Rationale**- Organization was previously approved for these funds, they are just needing to re-allocate funds for the purpose of providing Covid19 safe events.

Andrew Wittmayer moved to approve $630.00, not to include any hand sanitizers, masks or any other miscellaneous care items, seconded by Travis Friday.

Motion passed 6-0-0.

**ANNOUNCEMENTS AND QUESTIONS:**

In addition to information sessions below, SABAC is also offering drop-in technology related sessions for Owllife that will help to explain the process for your submissions, since the process has changed. These sessions are available starting:

- Monday, March 15th from 11-1pm
- Tuesday, March 16th from 11-1pm
- Wednesday, March 17th from 11-1pm

**Dates of SABAC Annual FY22 Budget Information Sessions are:**

- Tuesday, February 9, 2021 @10:00am-11:30am
- Wednesday, February 10, 2021, 5:00pm-6:30pm
- Friday, February 12, 2021, 1:00pm-2:30pm

(All virtually on Microsoft Teams, see sabac.kennesaw.edu for links)

Seeing no further information, the SABAC meeting adjourned at 4:00pm.

Respectfully submitted by Ann Marie Thomas, SABAC Secretary.

Minutes reviewed by:

Nigel Harris, SABAC Chair

Date: February 19, 2021