

JSA Board Meeting Minutes

Date:	August 27, 2004
Location:	Room 217
Time:	2:00 – 3:00 pm
Agenda:	Attendance, Committee reports, Action Items, Old business, New business
Attendance:	Jay Hawthorn, Vinson George, Michael Zievers, Jenny Maxwell, Robert Lilienstern, Timothy Okabayashi, Elizabeth Tobin, Chewy Redding, Gerhard Golden, Ribka Emmanuel

Secretary Reviews Minutes of Last Meeting (Elizabeth reported from last meeting)

Committee Reports	
Social	<p>Vinson notified first-years last week via email to solicit involvement in committees.</p> <p>FMC is sponsoring next week's partio: Jenny and Elizabeth to set-up, Vinson and Michael Z to clean-up. FMC will have 3 kegs (students complained about the 2 kegs tapping out at 6:30 at last partio).</p> <p>Board Members agreed to have a formal partio charge of \$850 for 3 kegs and 70 pizzas for all company sponsored partios.</p> <p>Robert to send an email reminder about the Owl Awards Presentation being held next Thursday.</p>
Treasurer	No new updates.
Elections & Awards	No new updates.
Orientation	No new updates.
Issues	<p>Elizabeth reported on the following:</p> <p>Hooter checkbook:</p> <ul style="list-style-type: none"> - Chewy is working with former Finance chair of Hooter to obtain the checkbook. Issue Pending. <p>Class of 2005 pictures:</p> <ul style="list-style-type: none"> - Michael Zievers to work with Dolores Thacker on having second-year pictures re-taken. Issue Underway. <p>Communication of John Miller's role:</p> <ul style="list-style-type: none"> - Peter Veruki will email students reminding them about John Miller's accessibility and encourage all students to work with all counselors. Issue Underway.

	<p>Publish John Reed's bio:</p> <ul style="list-style-type: none"> - Chewy to remind John to email his bio to students. Issue Underway.
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Old Business	
Charter	<p>Charter Approval:</p> <ul style="list-style-type: none"> - Hollis gave Jay the instructions to post a new constitution. Jay will create a brief one-page summary of the JSA mission, guiding principles, structure, etc. and retain the longer charter for JSA use. By having GSA approve a summarized version, the JSA will be able to make changes to the active JSA charter without GSA approval. Issue Underway.
JSA Handbook	<p>JSA Handbook Distribution:</p> <ul style="list-style-type: none"> - Jay and Vinson are compiling this and it should be ready for distribution by October. Issue Underway.
Business Cards	Issue Resolved.
Coffee Issue	Issue Resolved (need to change from 'pending' to 'close' on website).

New Business	
Homecoming BBQ	<p>Homecoming BBQ on October 16:</p> <ul style="list-style-type: none"> - Alumni Office, Deanna Sheaffer, wants JSA to do plan, organize, and operate the event using funds issued by the Alumni Office. Concerns were mentioned by JSA Board members over the timing of the event since it coincides with fall break resulting in lack of current student attendance. However due to Alumni having already scheduled class reunions for this event, the date will not be changed. Social committee to recruit first-year volunteers to help. We need additional JSA members to volunteer or recruit volunteers. Gerhard volunteered to be responsible for the grills.
Meeting with Kanatas	<p>Next JSA meeting with George Kanatas:</p> <ul style="list-style-type: none"> - Next meeting with George Kanatas will be held on September 10th from 12:30-1:30. Board members to gather topics of discussion for the event, both positive and negative feedback. (Topic already mentioned: timing of syllabus and course packet distribution)
JSA Elections	<p>JSA Election Process:</p> <ul style="list-style-type: none"> - Robert to start organizing dates. Most recently elected six Board members need to begin thinking about leadership positions.
In/ Outgoing Event	<p>Incoming/ Outgoing Event:</p> <ul style="list-style-type: none"> - Dinner to be held November 12th
JSA Club Registration	<p>JSA Club Registration:</p> <ul style="list-style-type: none"> - Jay to approach Randy Batsell about returning as the JSA faculty representative and about signing the club registration form.

Alcohol Training	Alcohol Server Training: <ul style="list-style-type: none"> - Jay to send an email to all Board members regarding the dates of this event. All members need to attend.
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New Issues	
Hot water	Student requested hot water device for tea: <ul style="list-style-type: none"> - Jenny to research the demand for a hot water device versus using a microwave and, if necessary, the costs associated with a device.
Course packets	Late course packets: <ul style="list-style-type: none"> - Board to discuss with Kanatas at the next meeting.
Club website	Club website not updated: <ul style="list-style-type: none"> - Vinson to research.
Investiture DVD	Free Investiture DVDs: <ul style="list-style-type: none"> - Board to begin thinking about whether we should offer free Investiture DVDs for class of 2005.
Parking Garage	Parking Garage not available to all students: <ul style="list-style-type: none"> - Ribka to speak to Chief of Police at Rice regarding why some students were granted garage parking access while other students in the same time-frame/ situation were not.

Next Meeting	Friday, September 3 @ 11:30, Room 359.
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