

JSA Board Meeting Minutes

Date:	October 15, 2004
Location:	Room 359
Time:	11:30-12:30 am
Agenda:	Attendance, Committee reports, Old business, New business
Attendance:	Jay Hawthorn, Vinson George, Michael Zievers, Jenny Maxwell, Timothy Okabayashi, Elizabeth Tobin (Serving as Secretary for the meeting), Chewy Redding, Haukur Skulason, Robert Lilienstern

Committee Reports	
Social	The Constellation Partio was well received by the company. Some individuals clearly ate their entire dinners at the Partio which contributed to the food running out before everyone could partake. A reminder might need to be sent to everyone reminding them that they should respect the fact that the food is intended to serve everyone present. There is no need to acquire beer or wine in the near future.
Treasurer	The budget is in good shape. Chewy will assure that all needed steps are taken to transfer the signature card upon assuming the Treasurer role.
Elections & Awards	There were 134 unique votes (good participation). The overall process ran very smoothly and any double voting was quickly pinpointed and easily corrected and had no bearing on the final election.
Technology	The committee has been formed with Tyson as the Chair and Gerhard as the JSA representative.
Issues	<p>Elizabeth reported on the following:</p> <p>Copiers in the BIC which are sometimes broken</p> <ul style="list-style-type: none"> - Jenny reported that Peggy Shaw will approach the Dean about the need to remedy the situation. It was discussed that a rental situation is likely superior to purchasing new equipment. <p>Inadequate nametags at company presentation</p> <ul style="list-style-type: none"> - Vinson is discussing the matter with Christa VanDrie who will approach the vendor used for business cards and stationary about the possibility of “hard”, professional nametags <p>MBA stationary</p> <ul style="list-style-type: none"> - Being bundled with the nametag discussion (see above). <p>Coat rack in CPC</p> <ul style="list-style-type: none"> - Elizabeth reported that a closet exists in the CPC where suits could be stored but it is regularly locked and that the lockers were intended for suit storage. Will discuss further with the

	<p>CPC whether a coat rack is a better solution than the locked closet.</p> <p>Dirty breakout rooms (footprints on walls)</p> <ul style="list-style-type: none"> - Ribka sent an email to the list serves reminding everyone to be respectful of their classmates. Issue closed. <p>List serve use concern</p> <ul style="list-style-type: none"> - Numerous emails were sent to the list serves with instructions on how to unsubscribe to the miscellaneous list serve or “filter” your email. It was made clear the intentions of the separate list serves. Issue closed.
--	--

Old Business	
Administration Open Forum	Scheduled for Thursday, October 21 at 5:30 – 6:30 in the Shell auditorium.
Homecoming BBQ	Robert will talk to the alumni office about the need to fully sponsor the BBQ. This is in response to their communication with Hollis pledging \$500 in sponsorship which likely will not cover all costs.

New Business	
Orientation with New Members	A meeting with the 6 new members to discuss major JSA happening, procedures, etc. will take place outside the normal weekly meeting. This will likely take place at the beginning of the third module. New members officially take office November 1.
Incoming/Outgoing Dinner	Scheduled for November 12 th . Vinson will organize and send out additional details.
Additional JSA Communication	Jay discussed the possibility of sending to all students a bi-weekly or monthly summary of major JSA happenings in addition to the wealth of information on the website.
Next Meeting	Wednesday, October 20 @ 10:30 in room 216 (Existing Board and the 6 newly elected members)