



- i. Sarah shared they reached out to finance contacts and was told leaders can still use vouchers that have already been approved. Sarah and Milagros are unsure of the process for new voucher approvals at this time
  - 1. Milagros said for leaders to move ahead with approving vouchers at the final Steering meeting unless told otherwise
  - 2. Sarah noted the following vouchers needing approval for summer and early fall events: incoming student advising sessions (4 sessions, need 4 vouchers), September Steering meeting, school year kickoff mixer
    - a. Co-chairs will complete these requests ASAP
    - b. Leaders discussed amounts for the vouchers
- b. Leaders discussed unused funds
  - i. Sarah discussed that unused funds go back under the GSO umbrella and become part of next year's budget
    - 1. Milagros asked if this is what leaders want, and discussed how this may change interest group budgets for next year
      - a. Sarah discussed absorbing unused funds into the GSO total budget, and allowing next year's leadership to divide the total budget equally between interest groups
        - i. Leaders agreed that if funds are reabsorbed, they should be allocated evenly across interest groups
    - 2. Milagros discussed the possibility of reimbursing SSW students for the unused portion of their Student Activity Fee for the semester. Milagros noted that the process is not defined at this time, but requested feedback on the idea if it becomes possible to reimburse
      - a. Sarah noted that because the reimbursement would be prorated, it would be a small amount
        - i. Krystina agreed that it would be a small amount, but that it would be the right thing to do if it is possible
          - 1. Leaders agreed that if it is possible, students should be reimbursed
      - b. Milagros noted that the Steering Committee will have to vote to approve the reimbursement
        - i. Co-chairs will add this vote to the agenda for next week's meeting
  - ii. Milagros noted these vouchers must be approved by the current Executive Committee because it will be difficult over the summer if a new treasurer has not been identified
    - 1. Co-chairs shared that no leaders have indicated interest
    - 2. Krystina suggested that this would be a good time to send the position through the listserv to generate interest

3. Sarah asked if Kelly and Vicki would be able to sign checks as incoming Co-chairs
  - a. Milagros noted that the banking information and permissions are not usually transferred until all members of the Executive Committee have been identified. She will inquire if it is possible to add leaders at different times
4. Kelly asked when the treasurer position begins
  - a. Milagros noted the treasurer position will begin in May, as the Executive Committee meets over the summer to plan for the year
5. Trisha asked about the process for approving leaders
  - a. Milagros noted that the incoming treasurer would interview with Trisha to make sure they are qualified, but there is typically not a vote held because there is not enough interest for a vote to be necessary

#### IV. GSO Events

- a. Leaders discussed the feasibility of virtual events
  - i. Megan discussed Co-chairs are not pushing leaders to hold virtual events given the circumstances
  - ii. Krystina noted that only one leader attended virtual Executive Committee office hours held last week
  - iii. Trisha suggested using GSO social media pages to engage students
    1. She suggested using Instagram or Facebook Live to host a yoga or meditation event to help students manage stress
  - iv. Megan discussed holding a virtual end of year event or event for graduating students
    1. Leaders discussed whether or not students would be interested in engaging in this way
      - a. Krystina suggested that hosting an event using the Live feature on social media could give leaders a sense of student interest in other types of events
    2. Megan suggested bringing this to steering meeting to get some input from leaders about interest and ideas
- b. Social media
  - i. Megan shared that Kelly's #IamNotAVirus campaign received a lot of traffic and positive feedback on GSO social media and thanked Kelly for sharing
  - ii. Trisha suggested using the GSO social media to share motivation for healthy habits. She suggested a "work out Monday" feature to suggest accessible workouts/movement for the day to help encourage students to move their bodies

#### V. Approval of expenditure report

- a. Sarah shared DSO expenditures for fall socials and wall art, GSO expenditures previously discussed, and OBSWS merchandise expenditure
  - i. Milagros noted that DSO requests should be reimbursements for a student representative, not a specific vendor to avoid complications with the transition to a new treasurer. Milagros also noted the wall art expenditure will need to be discussed and approved by Storrs
    - 1. Sarah will reach out to Alberto to follow up on these notes

#### VI. Black History 365

- a. Krystina noted leaders were interested in getting merchandise and asked how this would work with administration funding
  - i. Milagros discussed the difficulties in shipping and distribution because the SSW has few people in the building. She encouraged Krystina to ask Dean Heller about the remaining BH365 funds
- b. Krystina suggested that moving forward, BH365 should become similar to an interest group so that the planning and programming does not fall solely on the Co-chairs
  - i. Milagros noted that a proposal would need to be submitted and the Steering Committee would have to vote to approve
    - 1. The proposal needs to be submitted by a current student leader. Milagros asked Krystina and Megan if there is a returning student leader who would be interested in spearheading this initiative for next year
      - a. Krystina and Megan discussed that at this time, they are unsure of student interest in such a position
    - 2. Vicki asked how having BH365 as an interest group would impact the budget
      - a. Krystina discussed her vision that it could be similar to the International Center, which that has a budget outside of GSO and has student representatives attending GSO meetings. Milagros clarified that BH365 would be a separate entity working with faculty, students and the administration, but would be tied into the fabric of the SSW community through GSO
        - i. Milagros asked about proposing a BH365 committee to the administration to get more faculty involved in the planning process and taking the burden off of students
          - 1. Krystina noted this is the ideal but there were some barriers to getting faculty involved in the initiative this year

#### VII. Additional questions, concerns, or recommendations

- a. Milagros reminded leaders that email accounts and access to the Q-drive are deactivated on May 1. If leaders need more time, it can be requested. All documentation needs to be saved to the Q-drive before May 1.
- b. Milagros reminded Co-chairs that social media login information should be transferred to the new Co-chairs

VIII. Meeting was adjourned at 2:30pm

*Kayla Perkins*

*4/10/2020*

---

Kayla Perkins, Secretary

---

Date

*Milagros Marrero-Johnson*

*4/10/2020*

---

Milagros Marrero-Johnson  
GSO Advisor

---

Date