

Services and Activities Fee Committee  
May 6, 2011

Members in Attendance:

Aika Perez  
Jodi St. George  
Sumeet Dhanju  
Maryam Soomro  
Zhongtian Ye  
Sindi Diko

George Theo  
Anna Kim

Minutes taken by: Sumeet Dhanju

**10:05 Financial Management Association**

Tom Lindsley, from the Financial Management Association (FMA), presented on the group's trip to New York for the Financial Management Association conference. Presentation included workshops for students, and tours students were able to take of the New York Stock Exchange and NAZDAQ, among other locations. There were a total of 15 participants, and 7 were members of FMA.

10:35 Arrival of Sindi Diko

**10:36 Evaluation of SAF Bylaws**

Section 5.4: Line regarding clothing limitations may be removed.

Section 5.8D: SAF decides to add that appeals may be reviewed by the Office of Student Life.

Section 7A: RCW reference needs to be changed to RCW 28B.15.045 Section 5

Section 7B: RCW reference needs to be changed to RCW 28B.15.045 Section 6B

Section 7C: RCW reference needs to be changed to RCW 28B.15.045 Section 7

Section 7D: RCW reference needs to be changed to RCW 28B.15.045 Section 8

Section 8A: SAF committee has the rights and responsibility to request funded organizations to present or review their use of funding.

Section 8B: SAF to add that records of spending that may need to be presented to SAF by groups who received funding. Such records include but are not limited to SOAP forms, receipts, food request forms and reimbursements.

**11:19 Section 9 Excess Fees**

Section 9 to be created to discuss excess fees collected and what will be done with those.

At the discretion of SAF, it is recommended SAF may use up to 30% of excess funds in the contingency process otherwise all excess funds will go to the long-term fund.

SAF feels 30% is a sufficient number that may be included in the contingency process as it allows a build-up of long-term funds for future projects as well as funding for current events and activities.

**Section 10 Budget Spending and Reconciliation**

Section 10 to include procedures organizations will follow regarding the use of their funds and consequences for not adhering to those procedures.

11:52 Meeting Adjourned