

Rensselaer Union
Executive Board

Attendance
9/29/2016
Date

Chip Kirchner, President of the Union

Shannon Gillespie McComb, Vice President of the Union

Amanda Youmans, Graduate Rep

Conrad Mossi, Class of 2017 Rep / MAP Chair

Erica Lane, Class of 2018 Rep

Matthew Rand, Class of 2019 Rep / Policies Chair

Ananya Murali, Class of 2020 Rep

Ines Roman, Club/ICA Rep

Stephanie Kern-Allely, Club/ICA Rep

Kay Sun, Club/ICA Rep

Luke Kuprenas, Club/ICA Rep

Rasika Ekhalikar, Club/ICA Rep / BusOps Chair

Ciera Williams, Club/ICA Rep

Chris Hoskins, Club/ICA Rep

Donna Grace Moleta, Secretary / Member at Large

Ida Etemadi, Member at Large

John Fantell, Member at Large

Anissa Choiniere, Member at Large
choiniere

Caitlin Kennedy, New Club Financial Advisor

Majken Rasmussen, Club Financial Advisor

Dan Rogers, UC Rep

Jen Church, GC Rep

Thomas Alappat, Senate E-Board Liason

Shannon Gillespie McComb

Amanda Youmans

Conrad Mossi

Erica Lane

Matthew Rand

Ananya Murali

Ines Roman

Stephanie Kern-Allely

Kay Sun

Luke Kuprenas

Rasika Ekhalikar

Ciera Williams

Chris Hoskins

Donna Grace Moleta

Ida Etemadi

John Fantell

Anissa Choiniere

Caitlin Kennedy

Majken Rasmussen

Dan Rogers

Jen Church

Thomas Alappat

guests on back!

Rensselaer Union
Executive Board

Agenda
September 29th, 2016

1. Roll Call @ 8:00 PM
2. Welcome
3. Presentations
 - a. Boxing Club Starter Budget – 8:05PM
 - b. Destination Imagination Proposal – 8:35PM
 - c. Protected Class Policy – 9:00PM
4. Reports:
 - a. Director's Report
 - b. Senate Report
 - c. President's Report
 - d. Member Reports

Contingencies FY17 Beginning Balance \$32,500
Contingencies FY17 current balance \$29,983.65

Contingencies FY16 Beginning Balance \$32,500
Contingencies FY16 this week \$26,138

Date Discussed by E-Board

EXECUTIVE BOARD PROPOSAL COVERSHEET

Boxing Club
CLUB
Liam McEavey
HEAD CLUB OFFICER

ACCOUNT NUMBER
Liam McEavey
PRESENTER

9/28/16
DATE SUBMITTED
(908) 229-1848
PHONE NUMBER

NO. of MEMBERS: RPI Students: _____ Dues/person/yr. \$ _____
Faculty/Staff: _____ \$ _____
Community: _____ \$ _____
Present Union Subsidy: \$ _____

REQUEST SUMMARY: Please list items/services to be purchased and their costs.

Item/service	EXPENSE	INCOME
1. <u>Starter Budget</u>	\$ <u>250 -</u>	1. _____ \$ <u>0 -</u>
2. _____	\$ _____	2. _____ \$ _____
3. _____	\$ _____	3. _____ \$ _____
4. _____	\$ _____	4. _____ \$ _____
5. _____	\$ _____	5. _____ \$ _____
TOTAL \$ <u>250 -</u>		TOTAL \$ <u>0 -</u>
ADDITIONAL SUBSIDY REQUEST \$ <u>250 -</u>		
(Expense less Income)		

JUSTIFICATION AND EXPLANATION:

Has this been requested before: (at budgeting for example) No, this is a starter budget.

Please attach another sheet with the following information

- a) Detail of items/services to be purchased. (copy of contract, etc.)
- b) Demonstration of need/interest, or background.
- c) How this will affect future budgets. (service/maintenance cost, replacement cost, etc.)

Reviewed by Matthew P. DATE 9/28/16
Executive Board Representative

Reviewed by Stacy Allan DATE 9/28/16
Club's Student Activities Resource Person

Reviewed by Maureen G. DATE 9/28/16
Rensselaer Union Finance Coordinator

COMMENTS by Union Advisors:

COMMENTS by E-Board Representative:

This is the official request for the attached starter budget as per the New Club Funding Policy.

Approved

Denied

Reserves

Contingencies

Travel Contingencies

Reallocation

Rensselaer Union
Executive Board

Rensselaer Union Club Funding Application

Name of organization: RPI Boxing Club

Current President and Treasurer contact info:

Liam McEneaney – President– 908-229-1848 -- mcenel@rpi.edu

Emily Brucks – Treasurer – 716-310-1422 – brucke3@rpi.edu

Current Club Membership: The below forms are from the two latest practices. We did not take attendance for the first meeting and the second a lot of people filed in after attendance was taken. There were about 70 the first meetings and at least 55 for the second. Form image is attached below.

Membership forecast for next two semesters: 30 members

Club Purpose: (From Constitution) – To teach the art of boxing with a focus on technical, self-defense, and competitive boxing.

Please describe the programs which require start up funding:

Program	Description	Total Cost
Boxing Bag Stand	Boxing and Speed Bag Stand: https://www.amazon.com/Everlast-Station-Heavy-Bag-Stand/dp/B0046XMB9U/ref=sr_1_1?s=sporting-goods&ie=UTF8&qid=1474563992&sr=1-1&keywords=heavy+bag+stand	114.74
Speed Bag	Speed Bag: https://www.amazon.com/TITLE-Boxing-Balanced-Speed-Black/dp/B002XP18R4/ref=sr_1_2?s=sporting-goods&ie=UTF8&qid=1474565047&sr=1-2&keywords=speed%2Bbag&th=1&psc=1	36.61

Rensselaer Union *Executive Board*

Hand Wraps	Hand Wraps: https://www.amazon.com/Elastic-Cotton-MMA-Handwraps-Pair/dp/B003L92XKW/ref=sr_1_8?s=sporting-goods&ie=UTF8&qid=1474565123&sr=1-8&keywords=hand+wraps	3*10 = \$30
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Please attach an itemized list/spreadsheet of what supplies will be necessary for this program.

Liam McEneaney	2017
Maksim Tsikhano	Graduate
Sean Waclawik	2018
Aman Garg	2020
Joseph McGill	2018
Samantha Spano	2019
Salvador Canno	2020
Peter Thomas	2018
Casey Doyle	Graduate
Matt Arceo	2019
Hewitt Hallberg	2020
Emily Brucks	2017
Schuyler Gratto	2020
Eva Mungai	2017
Liz Veillette	2017
WEI CANSHI	2020
Raf Wagner	2020
Theodore Lipeles	2020
Heather Shendan	
ShiJie Liang	2020
Carlos Avila	2020
Zachary Kaplan	
Lillian Hong	2020
Nicholas Smieszek	2018
Simon Laforgue	Exchange Student
Beck Zhu	
Tyler Housey	2018

<9/9
9/18>

Name	Year
Gavin Mays	2020
Tyler Housey	2018
Salvador Carin	2020
Cole Gregory	2020
Heather Sheri	2019
Robert Claude	2019
Theo Lipeles	2020
Henry Dye	2020
zhao wei wan	2020
tony zheng	2020
Andrew Soszy	2020
maksim tsikh grad	
juhi bhardwaj b	
daniel seo	2018
Joseph McGill	2018
Michael Papik	2020
Lillian Hong	2020
Hewitt Hallbe	2020
Emily Brucks	2017
Rose Latorre	2020
Carlos Avila	2020
Maya Navabi	2020
Harsha Korita	2020
Panagiotis Ka phd	
Salvador Carino	
Simon Laforgue	Exchange
Talha Anwar	anwar@RPI.edu
Liam McEneaney	2017
Majeed	Grad
Arceo	2019
Samad	2019

EXECUTIVE BOARD PROPOSAL COVERSHEET

Destination Imagination CLUB 302197 ACCOUNT NUMBER 9/27/2016 DATE SUBMITTED
Noam Eshed HEAD CLUB OFFICER Noam Eshed Shamus PRESENTER Cardon (603) 680-1233 PHONE NUMBER

NO. of MEMBERS: RPI Students: 10 Dues/person/yr. \$ 20
Faculty/Staff: 0 \$ 0
Community: 0 \$ 0
Present Union Subsidy: \$ -0-

REQUEST SUMMARY: Please list items/services to be purchased and their costs.

Table with columns: Item/service, EXPENSE, INCOME. Includes rows for Reports, Funds, Dues, and RUC Income. Totals: EXPENSE \$ 5959, INCOME \$ 3081, ADDITIONAL SUBSIDY REQUEST \$ 2878.

JUSTIFICATION AND EXPLANATION:

Has this been requested before: (at budgeting for example) No

Please attach another sheet with the following information

- a) Detail of items/services to be purchased. (copy of contract, etc.)
b) Demonstration of need/interest, or background.
c) How this will affect future budgets. (service/maintenance cost, replacement cost, etc.)

Reviewed by Conrad M... DATE 9/27/16
Reviewed by Cameron McLean DATE 9/27/16
Reviewed by Matt... DATE 9/27/16

COMMENTS by Union Advisors:

COMMENTS by E-Board Representative:

Approved
Denied

Reserves
Contingencies
Travel Contingencies
Reallocation

September 27th, 2016

Dear Rensselaer Union Executive Board,

The Destination Imagination club would like to request a budget of \$2,678 for the 2017 fiscal year in order to continue the activities we participated in last year as a new club. This budget includes a \$200 return of member dues to the Union, which are required of DI members to participate and travel to tournaments.

Last year DI had two participating teams, which we hope to have again this year. This requires purchase of two challenge instructional booklets (one per team) at a cost of \$350. The budget proposal also includes travel of one seven-person team to the NY State tournament in Binghamton at a total of \$130 with a Union subsidy of \$52 and registration and travel costs for one seven-person team to the DI Global Finals tournament at a total of \$5,129 with a Union subsidy of \$2126. Last year, DI had one team participate in the NY State tournament along with two volunteers and one team compete at Global Finals, winning first place in the world at the university level in the fine arts challenge.

Thank you for your consideration of our proposal.

Sincerely,

Noam Eshed
President

Kiah Laramie
Vice President

Shamus Cardon
Treasurer

Brooke Hayden
Secretary

Destination Imagination FY 2017

302197 3137

Club Officers

Name	E-mail	Title	Year
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Historical officer data was not found for this Budget.

Membership History

	FY 2017 Actual	Next FY Forecast
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Undergrad		
Graduate		
Waived		
Staff		
Non-RPI		
Total		

Club Purpose

The purpose of DI shall be to have at least one team participating in or preparing to participate in a local Destination Imagination competition in New York and/or the Destination Imagination Global Finals as a University Level team representing Rensselaer Polytechnic Institute. Those members not actively engaging in the aforementioned competition(s) shall be encouraged to volunteer at the state level competition, allowing for their increased involvement in the program. The club shall also practice and promote creative problem solving.

Current Club Activities

Goal A: Additional Income

The additional income goal includes club dues and seed money for fundraisers. As a first year club in the 2015-2016 academic year, dues and fundraisers were RPI DI's only source of income. Last year, club dues (\$300) just about covered the challenge package purchases, and fundraisers allowed the club to reduce the cost of participation at Global Finals 2016 by \$230/person.

Program 1: Membership Dues

90170

Account **Description** **Quantity** **Unit Price** **Extended Price**
 RPI DI requests \$20 in dues per year per member in order to participate on a team or travel to a competition to volunteer as a part of the club. This year, we expect to have around 10 members, returning \$200 in dues. The value of dues was calculated specifically to meet the needs of the challenge costs. The challenge booklets cost approximately \$160 per team (this cost is slightly more for the first team and reduced for additional teams). Our goal is to fill each team to the maximum of 7 members, which would result in \$140 and almost entirely cover the challenge costs.

Account	Description	Quantity	Unit Price	Extended Price
371	Membership Dues	10	(\$20.00)	(\$200.00)
Total Expense:				\$0.00
Total Income:				\$200.00
Total Subsidy:				-\$200.00

Program 2: Fundraiser

90170

Last year, RPI DI hosted six large fundraisers throughout the year. One of those was a pie bake sale in the early fall. The other five were Scaredy Cat events. At Scaredy Cat, participants receive a menu with sixteen riddles (labelled A-P) which each correspond to a food item or a utensil, and four plates. For example, the riddle "scaredy cat" would correspond to the food "chicken". They write four letters on each plate, and go up to the counter to receive one course at a time. Diners must throw out everything at the end of a course, meaning if they received a fork in their first course, they will not have one for the rest of the event, which makes for a very silly and fun meal. Historically, each of these fundraisers has cost approximately \$50 upfront and raised \$100, for a profit of \$50. We expect to continue with both of these types of fundraisers in the 2016-17 academic year. This year, the club is requiring participating members to volunteer at some of these fundraisers in order to travel to competitions. Each fundraiser will need \$50 in seed money which will be paid back to the Union from the fundraiser returns.

Account	Description	Quantity	Unit Price	Extended Price
<i>RU0</i>	Fundraiser profit return to Union	6	(\$0.00)	(\$0.00)
Total Expense:				\$0.00
Total Income:				\$0.00
Total Subsidy:				\$0.00

Goal B: Competition

After a DI team solves one of the main challenges, they present their solution at tournaments in the form of an eight-minute skit. In general, teams begin at regional tournaments and successful teams move on to the state tournaments or even Global Finals. University level teams may proceed directly to the Global Finals competition, and are encouraged to present their solutions at the local tournaments.

Program 1: States Competition

90170

The NY State tournament is a one-day competition that takes place in Binghamton, NY and includes the top DI teams from the whole state. Account Description to their main challenges throughout the day and can go watch and support of the participants in an event called the Instant Challenge, which they know nothing about until they are given the challenge, and test the team's quick-thinking, teamwork, and creativity skills. Winners of the State tournament proceed to Global Finals. Last year, RPI DI had one team participate in the State tournament in the technical themed challenge, which required them to build a vehicle to carry a team member back and forth along the stage and change its propulsion method with each turn. We also sent two volunteers to appraise the Instant Challenge portion of the tournament. 2 vans X \$65 each = \$130. \$130 * 40% Union subsidy = \$52. \$130 * 60% club subsidy = \$78

Account	Description	Quantity	Unit Price	Extended Price
111	To Binghamton, NY. 2 7-passenger vans for 1 team, volunteers and supplies	2	\$65.00	\$130.00
0901	Registration For 2 teams of 2-7 members. RPI DI is waived States registration by the NYDI affiliate director	1	\$0.00	\$0.00
RU0	The amount due from the club to travel to States. 60% of the total travel cost	1	(\$78.00)	(\$78.00)
009	Supplies for 2 teams of 2-7 members	2	\$150.00	\$300.00
L39	Challenge booklets and affiliate fee for 2 teams	2	\$175.00	\$350.00
Total Expense:				\$780.00
Total Income:				\$78.00
Total Subsidy:				\$702.00

*for both competitions
split into both*

Program 2: Globals Competition



20170

Global Finals is the final four-day tournament at the University of Knoxville in Knoxville, TN where DI teams from all around the world compete. All teams present their main solution and complete an Instant Challenge, just as in the states tournaments. Global Finals is a huge event, with 17,000 attendees of all ages from 20 countries. At the competition, teams can be paired up with a "buddy team", usually from another country, to cheer on. Last year, RPI DI was paired up with a high school team from Virginia which solved the structural challenge. Throughout the four days, there are workshops, activities, and an innovation expo available for the teams to participate in, all covered by the registration fees. Last year, RPI DI had one team participate in Global Finals in the fine arts challenge, which required them to write a mystery with three suspicious characters, a technical clue, and use traverse staging. The RPI team was awarded first place at closing ceremonies for their overall challenge solutions. \$715 registration fee * 7 people = \$5005. \$5005 * 40% = \$2002 Union subsidy. \$2002/7 people = \$286 Union subsidy per person. \$5005 * 60% = \$3003 Club subsidy. \$3003/7 people = \$429 club subsidy per person.

Account	Description	Quantity	Unit Price	Extended Price
111	To Knoxville, TN. 2 7-passenger vans for 1 team, volunteers and supplies for 1 weekend. 2 vans for a weekend trip * \$155 each = \$310: \$310 * 40% = \$124 Union subsidy for 2 vans	2	\$62.00	\$124.00
0901	Registration: covers food, housing, and event	7	\$715.00	\$5,005.00
RU0	The amount due from the club to travel to Globals. 60% of the total travel cost	7	(\$429.00)	(\$3,003.00)
Total Expense:				\$5,129.00
Total Income:				\$3,003.00
Total Subsidy:				\$2,126.00

all fundraising \$ goes here

2691.00

Account	Description	Quantity	Unit Price	Extended Price
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Goal C: Social

As a college group, DI also wants to do its part to make sure its members are having fun, the skills they learn can be taught to others, and that recruitment can continue.

Program 1: Outreach

90170

This year, we hope to spread awareness of the Destination Imagination program to local schools to teach students and parents about the program. Our hope is that students will take interest and we can mentor parents to be effective team managers and guide them through the DI process. In the future, we would like to have RPI students directly managing and/or assistant managing younger local teams.

Account	Description	Quantity	Unit Price	Extended Price
111	Go to high schools	4	\$0.00	\$0.00
Total Expense:				\$0.00
Total Income:				\$0.00
Total Subsidy:				\$0.00

Program 2: Recruitment

90170

RPI DI plans on using the reception fund to host an end-of-year event to celebrate team and club accomplishments, and present team solutions

Account	Description	Quantity	Unit Price	Extended Price
038	Flyers	200	\$0.00	\$0.00
114	Reception fund	10	\$5.00	\$50.00
Total Expense:				\$50.00
Total Income:				\$0.00
Total Subsidy:				\$50.00

Priorities**1 Goal A: Additional Income**

The additional income goal includes club dues and seed money for fundraisers. As a first year club in the 2015-2016 academic year, dues and fundraisers were RPI DI's only source of income. Last year, club dues (\$300) just about covered the challenge package purchases, and fundraisers allowed the club to reduce the cost of participation at Global Finals 2016 by \$230/person.

2 Goal B: Competition

Account**Total**

Global Finals competition, and are encouraged to present their solutions at the local tournaments.

3 Goal C: Social

As a college group, DI also wants to do its part to make sure its members are having fun, the skills they learn can be taught to others, and that recruitment can continue.

Summary - Expenses

Account	Total
0901 Registration Fees for Conferences/Workshops	\$5,005.00
009 Other Supplies	\$300.00
114 Food Service (Travel)	\$50.00
L39 Journal Replacements	\$350.00
111 Travel Domestic	\$254.00
038 Copy Services	\$0.00

Summary - Revenue

Account	Total
RU0 Income from programs	(\$3,081.00)
371 Membership Dues	(\$200.00)

Total Subsidy**Requested:**

\$2,678.00

Approved:

\$0.00

Rensselaer Union
Executive Board

Protected Class Policy

This document outlines special concessions that groups of students who are members of a protected class are allowed when creating a club directly related to their protected status. These concessions can also be applied to a pre-existing club. These students must be a federally protected class, outlined by the *Civil Rights Act of 1964*, in order to qualify for these privileges, and must be approved on a case-by-case basis by the Executive Board Policies Committee. In order to help protect our students' identities, we allow clubs that act as affinity groups for a protected class or classes allowances that other clubs are not.

Groups of students who wish to form clubs that act as affinity groups for their protected identity will be allowed the following deviations from normal Rensselaer Union practices:

1. Clubs that fall under this designation will not have to submit a roster of the names and Rensselaer Identification Numbers (RIN) of their members.
 - a. In order to protect the identities of those involved and ensure a safe environment for their club to operate in, a formal roster will not need to be kept.
 - b. All club officers, as defined in the group's constitution, will need to submit their names and contact information for internal use only. This information will be accessible by the Union Administrative Staff and the Executive Board.
 - c. Instead of a roster, each club will be required to inform the Board of how many total students are active members and how many students there are from each class year.
 - d. At the request of the Executive Board by means of a motion, the club must be able to provide a roster of the names, first and last, of all of the members of the club to the Director of Student Activities. This list will be kept securely in the Rensselaer Union Administrative Office.

Any club created for a protected class may be allowed the above deviations from normal Union policy. The club will primarily act as an affinity group in order to ensure the anonymity and safety of members while operating.

It is important to note that any Affiliated Club may restrict membership, under reasonable circumstances, to their group. This is a privilege outlined in the Rensselaer Union *New Club Classifications* policy that is afforded to all Affiliated Clubs and would be afforded to any affinity group that wishes to become Affiliated.

Rensselaer Union
Executive Board

Policies Committee

September 28th, 2016

The Policies Committee recommends the adoption of the attached *Protected Class Policy*.

Vote: 5-0-1

Present:

Matthew Rand, Ciera Williams, Keegan Caraway, Luke Kuprenas, Ananya Moreli,
Stephanie Kern-Allely

Absent:

Chip Kirchner, Erica Lane, Sarah Murgia, Dan Rogers, John Fantell, Amy Corron (Non-Voting)


Rensselaer Union
Executive Board

Motion #

Date: 9.29.16

I move that the Rensselaer Union Executive Board approve \$200
from FY17 Contingencies to be the Boxing
Club's Starter Budget as per the New
Club Funding policy.

So moved by:


Signature

Matthew Rond
Printed Name

Seconded by:


Signature

LUKE KUPRENAS
Printed Name

For Against Abstaining
16 2 1

Motion: Passes/Fails

Rensselaer Union
Executive Board

Motion # 2

Date: 9.29.16

I move that the Rensselaer Union Executive Board approve DI's stop-gap
budget for a total of \$2618 as requested
laid out on CMS.

↓
from FY17 Contingents M12

So moved by:

Matthew Rand
Signature

Matthew Rand
Printed Name

Seconded by:

Thomas Alappat
Signature

Thomas Alappat
Printed Name

For Against Abstaining

8 10 1

Motion: Passes ~~Fails~~

- Boxing Club Starter Budget
 - o needs money for sandbags, headwraps, and speedbag; space
 - o membership at 30
 - o in budgeting guidelines, clubs get \$200; is it okay that the boxing club is getting \$250? yes, 200 is a flexible number
 - o dues? \$20/person
 - o what do dues go twd? paying coach
 - o how long have you been a club? since December 11
 - o club is actually asking for 181.85
 - o what kind of space do you need specifically? to accommodate more people, started off with 70 but dwindled down due to carrying capacity
 - o tax isn't included in prices since RU doesn't pay tax
 - o will reach out to Steve Allard to figure out if they can use space in basement of Armory
 - o club doesn't need to do the benchmarking of three different prices for their items
 - o awarding them this starter budget makes them a funded club
 - o we have never given this club a budget in the past, but we have recognised them before

motion: ... approve \$200 from the FY17 contingencies to be the Boxing Club's starter budget as per the new Club Funding policy.

16 – 2 – 1

- Destination Imagination Proposal
 - o here today for entire budget overhaul
 - o came in first on the global finals as a first-yr club
 - entirely self-funded, but this year they're asking for us to help
 - o board gave \$48 last fiscal year, making them a funded club
 - o what's grade distribution? most members are juniors, a healthy amount of freshmen, less seniors and sophomores
 - o how much did you fundraise? 600 bucks through 6 events
 - o two teams, seven members each, don't overlap
 - o recognised September 17th last year
 - o how did you afford globals last year? fundraisers, donations (alums, corporate)
 - o will all of this come out of contingencies? yes
 - o fundraising is only meant to help reduce how much membership has to pay from out of pocket. always zeroed just in case club doesn't actually raise the amount they think they will
 - o globals are in TN, and that's 13 hrs away. clubs encouraged to take rental vans for trips like this since they're covered by RPI insurance. they can only go x hrs of driving at a time in order to ensure they are safe, split it up over several days, and then also get hotels for overnights
 - travel costs increase
 - o this isn't the only small club with large travel expenses (see also: quizbowl, acha hockey)
 - o think about the payoff they could contribute to the union/university (outreach component of budget, maximize that)

motion: ... approve DI's stopgap budget for a total \$2618 from FY17 contingencies as laid out on CMS.

8 – 10 – 1

- Protected Class Policy
 - o tabled to next week

- Director's Report
 - o next weekend is alumni weekend
 - o Monday new administrator specialist starts
 - o some EBoard reps sought for a Business Coordinator job hunt
- Senate Report
 - o freshman elections next week
- President's Report
 - o GM/PU Brunch: Sunday 23rd @ 7:30am
 - o instead of prints, making switch to online! ☺
- Member Reports
 - o HR training?
 - o review new Protected Class Policy out of policies community
 - o Conrad is EBoard member of the week