



Student Fee Advisory Committee Minutes

December 11, 2024

Attendees: Rosalinda Garcia, Fred Juarez, Dr. Hazelton, Ana Vargas, Jesus Galaviz, Mario Lopez, Adriana Anderson

Other attendees: Elisa Saldivar, Marylyn Guerrero, Natalie Walle, Alejandra Flores, Angelica Gavilanes, Alana Benavides, Denisse Botello, Priscilla Cadena

- I. Welcome
- II. Approval of November 11, 2024 Minutes

Mario motions to approve, Conrads seconds motion, all in favor everyone said "I"

- III. Discussion on Funds Currently Available in SFAC Account

Overview of Financials and Expenses

- **BIG Event Funding**
 - Discussion about allocating part of the \$12K for the BIG event and possible use for emergency funds (due to current SCCE budget shortage).
 - **Conrad** coordinated with the LOVE committee to estimate costs for the BIG event. Elisa Saldivar is presenting on behalf of the committee.
- **MADD Event Expenses**
 - **Total expenditure:** \$12,766.
 - **LOVE Budget contributions:**
 - \$3,937 for supplies, snacks, and giveaways for leaders.
 - Unexpected expenses: bus transportation, paint for houses, and food veggie options for volunteers.
 - Collaborations with Keep Laredo Beautiful: T-shirts for volunteers.
- **Other Expenses**
 - **Other LOVE SGA-related expenses (excluding MADD):** Approx. \$1,600.

- **Fundraising:** \$1,365 raised; plans for future fundraising for Spring semester.
- **Remaining Budget for Spring 2025:**
 - Starting with \$6,000; after semester expenses, \$447 remains.
 - Transfer adjustments expected to bring the budget for Spring 2025 to approximately \$1,312 after reimbursements.

Projected Expenses for Spring 2025

- **Upcoming events and collaborations:**
 - Painting and sketching murals (collab with Keep Laredo Beautiful).
 - Coffee and snacks for finals week.
 - Tremendo Taco collaboration.
 - Valentine's Day grams.
 - Chipotle Collaboration.

Projected Needs:

- Additional T-shirts: Anticipating 750 volunteers for MADD, thus requiring 100 extra T-shirts for the BIG event.
- **Bus Transportation:** Need 8 buses instead of 5, based on increased volunteer turnout.
- **Food:** Expected 12% increase in food costs for the upcoming semester.
- **Projected total:** \$13,275 for the BIG event. Not expecting full amount from SFAC and will fundraise.

Bus Expense Discussion:

- Rosalinda inquired who was responsible for bus payment. Housing was supposed to contribute \$500, but the payment has not been received yet.

Committee Discussion and Funding Allocation

- **Rosalinda's Concerns:**
 - Clarified that SGA is not expected to cover the entire \$13K for the BIG event. The president's office also contributes, with previous years seeing a total of about \$5,000 for both events.
 - Dean Ramirez and Ms. R discussed the need to manage funds for the growing volunteer numbers and possible future cuts.
- **Budget Management:**
 - Discussion about possible cuts for next year's event (e.g., reducing bus usage, cutting down on giveaways for leaders).

- Rosalinda suggested reviewing budget allocations every semester, particularly for partnerships that may change.
- **Emergency Funds:**
 - Rosalinda emphasized the importance of maintaining a balance between funding for large events and emergency grants for students in need.
 - Emergency funds are capped at \$1,000 per student and are allocated by the SCCE committee.

Emergency Funding and Allocations

- **Proposal for Emergency Funds:**
 - Discussion on whether to allocate \$10,000 for emergency funds for students.
 - **Natalie** highlighted the importance of emergency funds due to increasing calls for assistance at SCCE.
 - **Vote for Emergency Funds:** All committee members voted "Yes" to allocate \$10,000 for emergency funds.
- **Final Vote on LOVE Funding:**
 - The proposal to allocate **\$5,000** for the BIG event was approved. The committee also approved the possibility of additional funding if needed.
 - Rosalinda noted the importance of transparency in managing these funds and stressed that excess funds would be returned if not used.

Action Items:

- **Conrad** to provide more detailed proposals on funding allocation for future events.
- **Rosalinda** to follow up with Mayra about emergency funding processes for the next meeting.
- **Committee** to track the remaining budget carefully for upcoming semester expenses.
- **Next Meeting:**
 - Invite Melissa and Mayra to discuss the processes for emergency funding.

Meeting Adjourned: 3:03 PM