

***SGOC Executive Council Meeting
Regular Meeting Agenda***

DATE: Dec. 11, 2024

TIME: 12:00AM

VENUE: – online at

<https://olympic.zoom.us/j/6911118235?pwd=aXBpL1BOMHgyQTR2ZzM4bC9XaERVUT09>

- **Call to Order**
 - Aniya Clark - **SGOC President**
- **Constitutional Purpose Statement**
 - Samantha Stevens - **SGOC Vice President**

Purpose

We, the students of Olympic College, recognize the need for self-representation to initiate and promote student involvement in matters of concern to the student body. Therefore, we establish the Student Government of Olympic College to act as the democratic voice of the students and to engage the campus community through programming, services, and advocacy in accordance with the college mission. With these statements, we hereby ordain and establish this constitution and its By-Laws.

- **Roll Call**
 - Samantha Stevens - **SGOC Vice President**

	Present/Not Present
SGOC President Aniya Clark	P
SGOC Vice President Samantha Stevens	P
SGOC Director of PR and Communications Eon Hu	P
SGOC Director of Finance and Operations Merrie Woodland	P
Director of Clubs and Student Life Jaimee Mosey	P
Program Coordinator Malikah Campbell	P
Office Assistant/Food Pantry Sun Mi Hong	P

- **Acknowledge of Visitors**

- Christina Camarena - Full-Time Faculty - Social Sciences & Humanities
- Heather Lukashin - Associate Vice President - Student Development &
- Patricia Thomas - Resource Center Director - Resource Center
- Tamara Crooks - Director of Student Leadership and Engagement

- **Approval of Agenda**

Merrie moved to approve the agenda; Jaimee Seconded

Samantha motioned to add a new agenda item – The amendment of the SGOC Spend-down plan to add that the project will not exceed the amount of 1.8 million and to add a bullet point to include the gender-neutral locker rooms with individual bathroom and shower stalls; Merrie Seconded

- **Approval of Previous Meeting Minutes**

Merrie moved to approve the previous meeting minutes; Jaimee Seconded

- **Public Comment**

- **Special Orders**

- **Old Business**

- **Patricia Thomas** – Requesting \$45,000 in additional funding to extend the food voucher program through the end of the year.

Last EC meeting:

- **Merrie moved to amend the amount to \$15,000**, contingent upon Patricia working with the OC Foundation to raise additional funds and waiting for the new student IDs with the declining balance, so they don't have to “use or lose it.” Additionally, the voucher price should be reduced to \$10.00 or \$15.00, unless the cafeteria is able to offer a better discount; Sam seconded

Patricia Thomas: I spoke with the foundation office, and while their future giving plans are somewhat set, they're open to revisiting things, potentially for the 2025–26 year. They mentioned they're currently cleaning up their files, and there's likely \$2,000 to \$3,000 in unallocated funds that could be redirected. However, they won't have clarity on this for another three months. I plan to follow up around the end of March to see if we can secure additional funding for the spring quarter. At that time, I'll also explore whether they might support a fundraising effort to help subsidize the growing needs of the food pantry.

On a positive note, the kitchen offered us a 5% discount, which is fantastic. After reviewing our spending, we've decided to adjust the meal voucher value from \$20 to \$12.50. The average spend was previously \$15, so this reduction should help us stretch resources further.

To manage demand, we'll need to implement caps and limits. For winter and spring quarters, we're allocating \$7,500 each and will limit voucher distribution to twice a week—Mondays and Thursdays. These days align with popular class schedules and allow for both repeat and new users to access the vouchers. This plan will help us serve more students while maintaining sustainable use of resources.

Samantha moved to consider Patricia Thomas's fund request at the amended amount of \$15,000; Merrie Seconded

Q/C: This is incredibly important to us, and I wanted to check in about the student ID process and how it might streamline things on your end, especially when it comes to ensuring funding reaches those who need it most. Unfortunately, it looks like the IDs won't be ready by January as hoped, but later instead. Would you be open to doing the training once everything is ready?

With that housekeeping out of the way, I wanted to give you a quick update. If possible, I'd like to continue using the voucher system until we're ready to make the switch. Once the cards are ready, perhaps we could start with a pilot program and maybe 25 students to test how the process works on both ends. This way, we can evaluate the system and make any necessary adjustments before a full rollout.

A: Yeah, I'm a systems person, so in my mind I run through all the scenarios, and one could be how a student would have to keep coming back weekly, or maybe they wouldn't come twice a week. So, I don't want to give more money than they would really be using but I love the idea because if they just want a hamburger one day and a soda another day, that's their choice.

Samantha moved to approve the amended amount of \$15,000 for the food vouchers; Merrie Seconded

Motion Carried

- **New Business**

- **Christina Camarena** - Presenting a proposal for additional funding for student employment.

Christina Camarena: I am the co-editor-in-chief of *Blended*, our campus's student-led literary and arts magazine. Let me tell you a little bit about *Blended*. We're in, I want to say, our eighth year—maybe ninth, I'm not entirely sure. The goal has always been to make it a truly student-led magazine, but that's easier said than done.

Originally, there were about 40 submissions, and when I say "we," I wasn't involved at that time. Maybe one student would volunteer to read submissions. Over the last three years, we've grown significantly. Now we have two editors-in-chief (faculty members who oversee it), three student employees (one designer and two editors), and a system for reading submissions and deciding what to accept.

Last year, we received over 100 submissions, which is incredible. This momentum has created a lot of interest, which is fantastic—that's always been the goal.

I can hire work-study students, and we don't have to provide the funding for that. It turns out that one of the students we wanted to hire is eligible for work-study, so financial aid will cover their funding. We've already hired a fourth student, and we're looking forward to the future. Now, I'm only looking to hire two more students. Their titles will be 'staff,' and their role will primarily involve reviewing and selecting submissions, but they will also be responsible for outreach. The more students we involve, the more likely it is that they will encourage their friends, clubs, groups, and classmates to get involved, generating excitement. Additionally, having more voices in the selection process is beneficial.

Our annual poetry reading unfortunately coincides with the crunch time for *Blended*, as we're trying to finalize the magazine and get it to print before the year ends. I'm excited to be working with a brand-new editor-in-chief, who is part of the art faculty, so this is now a cross-departmental effort, not just an English initiative. My previous co-editor-in-chief is now focusing solely on the poetry aspect, so the poetry reading is no longer a part of the official paid staff responsibilities. However, some of the staff's time could be allocated to helping her organize the reading, which has grown significantly in recent years. The event is so popular now that we can barely accommodate the number of students attending. It's also when we hand out awards to our writers and artists, and our poets read their work to their peers.

I mentioned that the cost would be around \$666 for 40 additional hours—20 hours each for two staff members. I forgot to include the small benefits that get added on, so I was thinking it might be safe to round it up to \$700 for 40 total hours. Last year was the first time we maxed out all of our hours for student employees, which was awesome.

Merrie moved to consider Christina Camarena's fund request for student employment on *Blended* magazine; Samantha Seconded

Q: So, just for clarification you are requesting \$700?

A: Yes

**Merrie moved to approve the \$700 for student workers on *Blended* magazine;
Jaimee Seconded**

Motion Carried

- **Heather Lukashin** - Funding checklist and the SGOC childcare grant.

SGOC Childcare Grant

Heather Lukashin: When student government started funding the SGOC Need Grant, it was intended as a stopgap for students dealing with child care issues or needing to self-reinstate for financial aid. Jennifer Glasier and I were the ones running it, and we still are. Over time, we want to be good stewards of the money we've been given, and we've noticed trends emerging.

I think it's now time to update the SGOC Child Care Grant. Originally, it was designed for unlimited usage up to \$1,000 per quarter. However, based on current usage, we've noticed the grant has evolved into something it was never intended to be. It was meant to be a temporary solution for students while they figured out how to balance their education and personal needs. But now we have students using it for five or six quarters, which was never the intention. As I've discussed with Dr. Glazier, we weren't aiming to fund child care indefinitely while students complete their degrees; the goal was to provide a stopgap while they figured out their budgets.

So, I am proposing to student government that we amend the grant to allow a maximum of three quarters of usage, with up to \$1,000 per quarter. This would give students support while they're adjusting to the demands of education and child care, but also create a clear limit.

Now, let's go over the specifics. In terms of funding, I'm referring to this current school year. For the summer and fall terms, we've funded 15 students, with three additional students waiting for their funding to be approved. Most students have used the full \$1,000 because child care costs are so high. The bills I receive are often for \$3,000 to \$4,000, and we're covering \$1,000 of that. From a learning perspective, this highlights how expensive child care is for our students.

So far, we've earmarked \$16,720. When I say earmarked, I'm factoring in the three students whose funding is pending. However, their funding isn't finalized until it goes through financial aid to ensure there's unmet need before we pay.

As I mentioned, the maximum I'm proposing is to continue providing up to \$1,000 per student, per quarter, but with a limit on the number of quarters, that limit being three quarters. If a student uses it one quarter, skips the next, and then applies again in the third quarter, that third quarter will count as the second use.

Additionally, while not part of this proposal, I'd like student government to consider in the future the possibility of limiting the grant based on full-time versus part-time status. For example, part-time students could receive \$500 to \$550, while full-time students would still be eligible for \$1,000. This isn't in the current proposal, but I'm tracking this data and thinking about it for the future.

That's my ask.

Merrie moved to consider the amendment to the SGO Childcare Grant; Jaimee Seconded.

Q: Are people going through the process of trying to get DSHS to pay for their childcare before applying?

A: I don't know

Q: Could there be a stipulation that they have to apply for DSHS before they apply for the grant?

A: I would need to research that. I think that it could be a barrier for student parents, and they end up not attending classes.

Recess called at 10:44AM; Resumed at 10:52AM

Q: If a student dropped out would the quarter limit reset?

A: No, they would only have two more uses. But we could make an appeal process, so if you reached your quarter limit and have an external circumstance.

Q: How will students know about this?

A: SBELA and the Welcome Center

Merrie moved to approve the amendment to implement a quarterly limit of three quarters, provided that we establish an immediate connection to the basic needs navigator to assist with their transition and help them explore their options, and that there is an appeals process at the end of the three quarters to extend the grant under extenuating circumstances; Jaimee Seconded

Motion Carried

Samantha moved to amend our previous motion on the SGO Childcare Grant and like to add in that SGO would like to require students who are applying to be taking 10 credits rather than five; Merrie Seconded

Motion carried

Funding Checklist

Heather Lukashin presented SGOC with a document about “Potential Funding Opportunities for Students” created by Jennifer Glasier. Heather requested that SGOC review it and provide feedback to Dr. Glasier.

Samantha wanted to go back to the SGOC Childcare Grant and moved to amend the previous motion on the SGOC Childcare Grant and like to add in that SGOC would like to require students who are applying to be taking 10 credits rather than five; Merrie Scoded

Motion carried

SGOC Spend-down Plan

The next topic I'd like to discuss is the spend-down plan that student government passed two academic years ago. This issue recently came up in relation to the locker room remodel, when Karen Weichel did not approve the funding for it. She believed the funding needed to be approved annually, but this was a misunderstanding. Upon further research, we discovered that the Board of Trustees never formally approved the spend-down plan. As a result, student government must take steps to have it approved by the Board.

Here are the action items we need to address:

1. **Immediate Action:** Today, I will be meeting with student government to inform them that the spend-down plan was never included as a line item in the approved budget. This needs to be addressed, and the plan must be approved by the Board of Trustees. We must follow the process outlined by RCW 28B.15.045 to get approval for the expenditure of funds that were not included in the approved 24-25 budget. The administration must provide written justification for these expenditures, and the SNA Fee Committee must give express approval for any modifications. I've already spoken with Merrie, and the SNA Fee Committee will need to come together to approve this so we can move forward with the remodel.
2. **Proposal for the Board:** We will then need to prepare a proposal for the Board of Trustees, which will include an explanation of the history of this issue and the accounting error that led to the plan not being included as a line item in the 24-25 budget. This proposal will also outline the current request and the proposed actions for approval.
3. **Karen's Approval:** We need to obtain Karen's approval to ensure these actions comply with the college's budget and accounting obligations. I received her approval on December 2, 2024, via email, so this part is already complete.
4. **Notification to SBCTC:** Once we have approval from the Board, we will need to inform SBCTC about the approval and the process.

To help clarify what happened, I've put together a timeline of events. Initially, I thought the spend-down plan had already been approved, and those of you in the locker room refresh meeting may have thought the same, based on my reaction. However, after reviewing the minutes, it's clear what went wrong.

Brett Pollinger, the former Student Government president, presented a draft of the spend-down plan to the Board of Trustees. He later provided a final version, but it was never submitted as a formal proposal. During the April 18th meeting, Brett presented the draft, and Trustees Bryant and Miller praised the work the student government had done. Trustee Ekman asked whether SGOC would be bringing forward a formal request for the spend-down plan, and Mr. Pollinger informed the Board that the plan would be formally submitted once finalized. Trustee Ekman also suggested considering a multi-year budget in the future.

In May, Rosie, who was in Merrie's position at the time, presented the SNA Fee budget. This included a proposal to pull \$800,000 from reserves to help fund the SNA process and related assets. The final amount approved was \$813,000, and this part of the spend-down plan was approved. However, the rest of the plan, including the locker room remodel and other items, wasn't approved because they weren't included in Rosie's presentation.

When Brett submitted the final spend-down plan, it was included in SGOC's president's report to the Board, but there was no formal action item for approval. Maggie continued to discuss the plan in her reports, but again, there was no action item.

Malikah Campbell has now compiled a spreadsheet showing what has been spent so far. The \$813,000 is already approved, but we still need to address other expenses, such as the wayfinding sign, gender-neutral sign, and food pantry. These amounts need to be accounted for.

The first step is for the student government to re-approve the spend-down plan, which will then allow us to bring it to the SNA Fee Committee for approval. Once we have that, we can prepare the necessary documents and present the plan as both an informational item and a formal action item to the Board of Trustees. From there, we will present the plan to the Board and seek their approval.

Q: So, I just want to clarify, is the first action item going to the committee and saying, 'These are the things we've already done, can you approve them so we can move forward'?

A: So, what is going to need to happen is we need to approve the past expenditures with the future expenditure. It needs to be all done in one and it can be based off the finalized spent down plan because we are in alignment with that spent down plan.

Q: Are you trying to go to the January bot meeting or the February bot meeting?

A: I want the January BOT meeting to be the information item and then the February to be the action item because the longer it takes to get through, that means that locker room refresh is

just standing.

Q/C: So, I'm in communication with Brent, and he's been working closely with Karen on this, as he's had his hands tied a bit. He's the one working with the architect and handling all of that. When we had the meeting, we asked about the placement of the private stalls for the showers and bathrooms, since that was a non-negotiable item. However, I think some of the communication may have been lost, as a lot of the meeting focused on storage space. The architect needs to be redirected to focus on the actual changes that need to be made.

Samantha motioned to add a new agenda item – The amendment of the SGOC Spend-down plan to add that the project will not exceed the amount of 1.8 million and to add a bullet point to include the gender-neutral locker rooms with private bathroom and shower stalls and to approve the entire spend down plan with amendments; Merrie Seconded

Motion Carried

Amendment of SGOC Spend-down plan

Merrie moved to approve the amendment to the spend-down plan regarding the locker rooms to increase the amount to not exceed \$1.8 million for the renovation and to add the bullet points for the non-negotiables of gender-neutral private access to bathroom stalls and shower stalls and to approve the spend-down plan as a document as a whole; Samantha Seconded

Motion Carried

- **Merrie Woodland** – Requesting funding for the SGOC food pantry

Merrie Woodland: This project would involve weekly restocking of the food pantry with perishable items, along with recommended weekly inventory checks and orders for delivery on Tuesdays, or whatever day works best. This project would cover only the weeks when school is in session for the remainder of this fiscal year. We can then reassess this project when building the SGOC budget for the next fiscal year's food pantry budget.

As for the project's objective, we've discussed that it's focused on increasing the availability of more nutritional items. It seems that when people visit the food pantry, they tend to grab snacks and ready-to-eat items. Many people likely do not have access to kitchens or the resources needed to make affordable, nutritious meals. As Patricia mentioned, when people walk into her office, they're relieved to find granola bars, and we can provide more of that, with a greater variety, since we now have refrigeration. I believe we can serve well over 200 students with this approach. We've already recorded 600 visits to the food pantry this year, and I expect that number to increase as we've recently changed the parameters around hot meal

vouchers. We'll likely see even more visits, and I want to ensure we're prepared to serve those students with quick, accessible options to meet their hunger needs immediately.

I've set a few parameters because I know we have other funding sources available. This project won't focus on stocking non-perishable items, as we can get those through the food bank or other funding sources, including traditional food drives, like the last successful one. Hygiene items, hot meals, or anything requiring preparation won't be included in this. The resources we'll need for this project are primarily Instacart with Costco, so we'll need to use the P-card for continuous transactions. We'll also need support from the SGOC or other stakeholders to ensure someone is available to receive the Instacart orders and get them into the fridge right away.

I believe we could start this in January, and by the time our new food pantry is up and running, we can reassess how well it's working, identify areas to expand, and determine where we may need to scale back. I think we've already built this reassessment into the milestone schedule, and we'll need to evaluate the project a couple of times throughout the year before finalizing the budget for the next fiscal year. I've included a shopping list, which is fairly basic—things you'd want to have on hand for a quick snack when you're on the go.

Jaimee moved to consider the fund request; Samantha Seconded

Q: Are you anticipating any changes for when the new food pantry opens? Like, do you have any in mind that you could share with us?

A: Yeah, I think that when we get the new food pantry, the only changes I can see are being able to track what we go through the most and determining if we might need additional expenditures, such as setting up a table to display snacks or addressing the volume of people coming in, particularly for grab-and-go snacks or something to eat during the day. This could fall outside of the current parameters of limiting access to two bags a week. It would allow people to come in more regularly and not feel like they need to take five bananas at once. Instead, they could take a banana, a granola bar, or whatever they need right then and there.

Q/C: I know you said meats, but on the sample weekly shopping list, you don't have like any meats other than Beef stick minis. Are you planning on getting like frozen meats, like small frozen ground beef or like frozen chicken? Even then with the chicken, we would have to break that up because they're larger bags.

A: So, that is actually completely outside the scope of the project. Everything is pre-packaged, so we don't need to handle it or have food handler permits. This is simply taking pre-packaged grocery items, like snacks, and putting them in the fridge where people can grab them with their own hands. Any grocery items or similar products would be within the regular scope of how we stock the food pantry. Also, if anyone has suggestions for affordable protein options

beyond what I've listed—because we all know jerky and beef sticks are really expensive—I'd love more feedback before we make our first grocery order

Q: So, with the grab-and-go, we're considering that separate from the food pantry, right?

A: While this is encompassed in the food pantry, I would say that it shouldn't be considered part of our regular stocking process, like when we go to the food bank or stock frozen meat for take-home. This is specifically about items that people can access and eat within one minute.

Q/C: My concern with this is that, while I know we have a sign-in sheet for the food pantry where students write down the reason for their visit, I was wondering if it will be the same for the grab-and-go snacks. If this is separate from the food pantry, will students need to sign in somewhere else?

A: As far as I know, when we use student funds like this, students always have to sign in. However, I would want to make a distinction between coming in for a snack every day and coming in for two bags of groceries to take home. It's important to think about these two situations separately.

Q: Shouldn't we have a separate sign-in sheet then?

A: I mean, that's a good question for Malika. As far as I know, we would not need to have a separate sign-in sheet for that. We are not using the sign-in sheets in any way to monitor how often people come in or what they take currently.

C: I would say that, as of right now, the way we are tracking is primarily by visitations. We've been trying to track unique visits with the sign-in sheet, but that involves a lot of manual labor. It would be beneficial, once we get access to the 'Who's Next' system, to be able to track what students are grabbing—whether it's just a quick in-and-out or more like shopping. However, we don't have an estimated timeline for when the 'Who's Next' system or even an inventory system will be in place, and it probably won't happen until a few months after the food pantry is moved, which is anticipated for either the end of January or beginning of February. I have to check on that because it might actually be moved out even further. So, right now, there's not much tracking we can do.

C: I'm kind of like worried that this is because of the perishable items. I think we should start with the small amounts first and then make order often.

A: Yeah, and hopefully, if we advertise this correctly and let people know that the fridges are stocked, they can start relying on this more as a resource. Currently, we're only stocking the food pantry, so I think once people see that there is regular access to these items, we won't have to worry about spoilage. For example, when you look at the shopping list, I initially built in

two of each item for our first order, but we should try just one and see which items people like the most. All these items have a shelf life of two weeks or more, so that's good.

C: I know that officially, the last week or two weeks ago with the turkey, as soon as I advertised it, it was gone the following week. So, I think it's definitely achievable to advertise that, and there are definitely people in need who will use it. The advertising part, I think, is very achievable.

A: Yeah, I think the best functioning situation is for us to be okay with the fridge, in particular, running out on Friday and waiting until Tuesday to refresh it. This way, we don't have to worry as much about spoilage and rotation, and it will help us keep things running in a sustainable way.

C: I'm just hung up on how we're going to document it since this is a separate kind of funding. I think people will look at it and think it's just straight from the food pantry, but since this is separate funding, I think we should have a distinct way to document it rather than bundling everything together. This will allow us to track data and see who is only using grab-and-go versus those actually getting groceries. I just feel like we might need to wait and see how we can document that and work through it. But I think that could be difficult because some people might come in for grab-and-go snacks and also take food from the food pantry

A: Are we really worried about regulating what people take when they come in? That's one of the things I think will be a little tricky if we have someone always there watching what they're taking. The whole idea of the food pantry initially was to reduce the stigma around it by not having someone there saying, 'You can only take that.' By doing that, we're actually adding to the stigma of food insecurity and implying that people should be ashamed, and things like that

C: So, I think to Sam's point, having that tracking system, like in Who's Next, where they sign in and can just click on what they're taking or basically what they're there for, would be ideal. That's the tracking system we're trying to get once the food pantry is moved. However, it seems like they would want to wait until the food pantry is relocated before they install the Who's Next system, as well as the new inventory system we've pinpointed. This way, we can track which items are going the quickest. So, those are the two things we're waiting on to be implemented, and that's how I'll be able to track some of these things.

Q: Are you also considering food allergies?

A: Yeah, I tried to consider that in the sample list for sure, making sure we had a good variety of protein sources for people who are vegan, and that, for the most part, everything was gluten-free. When it came to those more carb-heavy snacks, I made sure there were gluten-free options. It's not all wheat-based. Again, I would love feedback, especially since we have people here with different dietary restrictions. Even just having a list of what people would like to see at the food pantry, like we already do, will allow them to give us that feedback.

Q: I would like to ask, have you considered the capacity of some of the folks that would be involved in this weekly stocking, weekly ordering? I'm hearing that we might have to place a weekly order for something, and that would require using the P card. This adds another task to the mix, when typically we order for the food pantry about twice a month, not every month. Additionally, there's the issue of someone going out to collect donations from the Bremerton Food Line, and then she also has to take those donations to Poulsbo and Shelton. So, are we considering the capacity of the people involved, as well as the sustainability of this program for next year? If we're planning to include this in the annual budget, we need to see it being effective before February 17th, when I have to submit the budget request. That doesn't leave us much time to assess the program's effectiveness. However, I don't think there's any doubt about whether or not this program will be effective

A: Yes, for the annual request, I will need to present it to the SNA budget committee and demonstrate, with both qualitative and quantitative data, that this is effective.

C: Yeah, I think bi-weekly is what we're currently doing. However, we've received so many donations that I didn't feel the need to order anything, because we're obviously overflowing. Also, as I mentioned before, we have \$11,000 in the foundation. After that, we would have an additional \$60,000 or \$40,000 remaining. For last year's budget request, \$20,000 was allocated for equipment. So, after subtracting the \$20,000 for equipment, we still have \$40,000 remaining.

A: So, we do have that small issue, so I think we can clarify where that funding is coming from separately. But yes, we're kind of coming back to the same question: did we create a budget line for spending money on food for the food pantry, and how much was it? And here's where we stand: last year's SNA budget committee did not approve spending more than \$2,000 on the food pantry budget line for food. Any expenditures over that amount—so far, we've spent approximately \$1,500 on a Costco trip in September and October—will require approval. If we're going to spend anything from any other budget lines or from the foundation, we do need to approve that.

C: Just to also clarify, I think when it comes to SNA budget committee approving budgets, they can't tell you what budget lines they approve or don't approve. So I want to clarify that as well. They just approve the entire budget.

C: Do we want to wait until then to provide access to food for the students? That's the question I'm posing to you, because I hear you on all of these points. I'm really wondering if waiting to secure funding from all these other places, where we won't know the total amount until April, is the best course of action for the students.

C: I think, similar to a point I made earlier before the meeting, we have a lot of unknowns right now regarding what can happen, what might happen, and the scope of the food pantry remodel project. It's not that we are completely zeroed out, because we do have that \$11,000 in the foundation. So, while there are a lot of unknowns, it's similar to the bus passes situation, where there wasn't enough information provided about students' transportation needs. When it was presented, it was clear that students

needed this resource.

C: The request currently on the table is \$12,500. You could amend it to \$11,000 for the food pantry, which would be more than enough to get you through the winter quarter. Then, you can reassess and decide whether to cover the last \$1,500 from the larger S&A budget, or maybe we've fundraised more since then. The motion on the table could move forward with the gift funding, with the caveat that we reassess after winter to see if there's more gift funding available to continue supporting it, or if we need to find it from another source.

Jaimee moved to amend the fund request from 12,500 to \$11,000 to come out of the gift fund for the food pantry initiative; Eon Seconded

Motion Carried

Jaimee moved to approve the amended motion; Eon Seconded

*****No EC member motioned to approve the Grab-and-go fund request, so it will be added to the agenda for the next EC meeting on Thursday, January 9, 2025.*****

Officer Reports

- **SGOC President – Aniya Clark**
Since the last E.C. Meeting, I have been attending my bi-weekly meetings with Dr. Taga and Heather. Additionally, I have also been working to refine SGOC's current goals. Currently, my council is having the other councils report out to GCC. Along with that GCC is working with something called PowerDMS which will

help streamline information for councils better. All that I have coming up is looking for students for committees.

- **SGOC Vice President – Samantha Stevens**
Over the past few weeks, I worked on the Fall Feast, creating a one-pager about food insecurity and developing a trivia game for the event. During my last council meeting, we discussed some of the challenges students are facing, including concerns about losing financial aid, which has led many to consider not enrolling proactively. I don't have anything else coming up for now, as I'll be taking winter break off and returning in January!
- **SGOC Director of PR and Communications – Eon Hu**
I've been actively working on the next bi-quarterly newsletter, ensuring all the key updates and highlights are included. Additionally, I've been designing flyers for the Friends Feast event. Our council has not met since the last update, so there is no new information to share at this time. In the coming week, I'll concentrate on supporting the team with promotional and flyer creation needs for various events. I'll also continue refining the bi-quarterly newsletter to ensure everything is on schedule. Additionally, I'll attend Executive meetings and maintain updates to the SGOC webpage.
- **SGOC Director of Finance and Operations – Merrie Woodland**
I am busy with Quarterly Budget Check-ins for SGOC S&A Fee funded entities. The Budget and Finance Council is doing the groundwork for solid budget policies. The one that most directly applies to us is with having budget lines actually matching spending. I am working on a new S&A Budget request form to more directly align with the business office reporting to help clear up confusion, especially among non-financial business managers who are managing budgets. I am also working on Funding Request forms that will better document SGOC approved spending throughout the year.
- **Director of Clubs and Student Life - Jaimee Mosey**
I have been brainstorming ideas for the Winter Club Fair, including selecting a date and considering decorations. I plan to begin detailed planning next week, once classes are over. Additionally, I've scheduled the January Club Congress meeting for January 16th from 1-2 PM, during which we will review the Club Congress fund request forms from the previous meeting. We've also been reviewing the First Amendment and RSO policies. Looking ahead, the Club Congress meeting will take place in January, the Winter Club Fair is planned for February, and the next monthly meeting with Josh Masters, which was rescheduled, will now occur in January.

- **Office Assistant/Food Pantry – Sun Mi Hong**

Since the previous E.C. meeting, I have been collecting food from the food drive and stocking it in the food pantry. I also participated in planning and preparing for the Fall Feast. Additionally, I visited the Kitsap Public Health District to discuss potential resources and support we can receive from them. I did not have any meetings with my council recently, so there are no updates to share with others. Looking ahead, with the food drive ending on December 6th, I will be collecting all the boxes and food to restock the pantry. I also plan to schedule a visit to the Shelton campus to restock their food pantry before the winter quarter begins.

- **Announcements**

- ****** Adjourn – 12:00PM**