

Kensselaer Union
Executive Board

Attendance

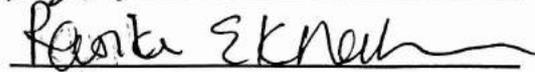
10/12/17

Date

Matthew Rand, President of the Union



Rasika Ekhalikar, Vice President of the Union



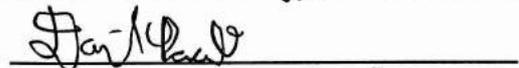
CJ Markum, Graduate Rep



Erica Lane, Class of 2018 Rep



David Raab, Class of 2019 Rep



Anissa Choiniere, Class of 2020 Rep



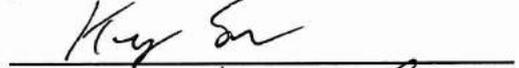
Andrew Waltzer, Class of 2021 Rep



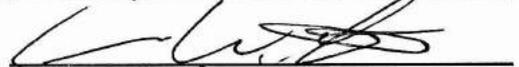
Ida Etemadi, Club/ICA Rep



Kay Sun, Club/ICA Rep



Ciera Williams, Club/ICA Rep



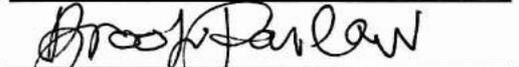
Majken Rasumssen, Club/ICA Rep



Ananya Murali, Club/ICA Rep



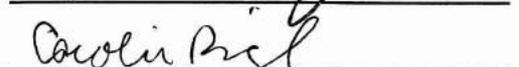
Brookelyn Parslow, Club/ICA Rep



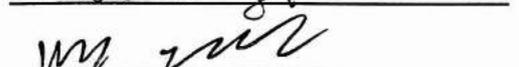
Caitlin Kennedy, Member at Large



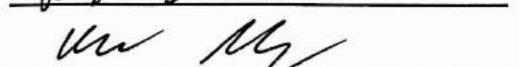
Caroline Ringel, Member at Large



Jared Segal, Member at Large



Brian Mansaku, Member at Large



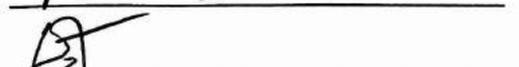
Christopher Maria, Member at Large



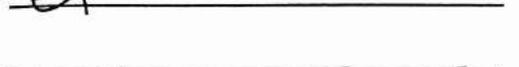
Matthew Heimlich, UC Rep



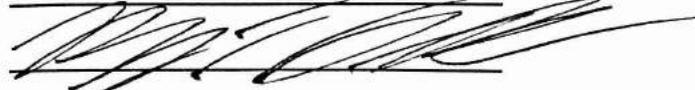
Ezra Teboul, GC Rep



Joe Venusto, Senate E-Board Liaison



Ryan Delaney, Club Financial Advisor



Deepika Senthilnathan, Club Financial Advisor



Cohen Davis, Club Financial Advisor



Rensselaer Union Executive Board Meeting Minutes

October 12, 2017

Written by: Ida Etemadi

MEETING BEGINS 8:02 PM

S & W

Izzi Cain:

Editor and Chief of Statler & Waldorf

The veterans lounge meant that the Poly and S&W had to move offices

Mr. Campo was keeping us updated and our couches were thrown out because they were in poor condition

Requesting a little of \$1500 to get new couches through the preferred vendor

Chose the cheapest option

Shannon Gillespie McComb :

Do you edit by the TV? Group editing?

Izzi Cain:

Currently, we pulled chairs from the basement

Kay:

Why can't office chairs be used?

Izzi Cain:

Couches can fit more people because office chairs are too wide and too bulky

Kay:

Are you most comfortable working on couches?

Izzi Cain:

Yes, sitting with

John:

How long did the previous couches last?

Izzi Cain:

They lasted for several years

This would be a long term investment

Matt Rand:

Is this facilities or facilities reserves?

Majken:

According to Steve, this is facilities

Rasika:

To Matt, David, and John, did you buy personal couches?

Jared:

Even though we normally use personal ones,

CJ:

Were the old couches personal or union?

Shannon Gillespie McComb:

These were just couches that were found and kept funded

The springs were coming through the bottom

I believe they were about nine years old

Caitlin:

If they technically were their couches, we should buy their new ones

David:

If Facilities is a giant pot of money, do we have to approve every time we draw from it

Steve:

They do not need to come before the board every single time

CJ:

In the future, we should look into cheaper couches

Steve:

These are commercial grade, so they are a little more, so they last longer

Shannon Gillespie McComb:

S&W was very cooperative in the creation of the student veterans lounge and they were supportive and it ended up with them losing their couches

MOTION TO GET TWO NEW COUCHES IN THE S&W OFFICE PASSED 15-2-1

Player's Proposal

Anastasia Feraco:

Need funds for scripts

This purchase should have been made last year, but there was an error in purchasing where the rights were purchased, but the scripts were not

We used what was supposed to be next year's script money on this year's scripts because we did not spend our budget last year

Bryan Johns:

This was just administrative error

Caitlin:

Should we take it out of facilities reserves other than contingencies?

Steve:

It is money in the same, probably contingencies for this year

Chris:

Does this cost include shipping?

Bryan Johns:

Since there was an error, we had to get the faster shipping option

MOTION TO USE CONTINGENCIES TO GET SCRIPTS FOR ARCADIA PASSES 17-0-1

Matt Rand:

On to Round two

Anastasia Feraco:

This is for the license and materials for our spring musical

The contract for this never got signed

Nicki Hollister realized since the paper work was not signed, we could not use our funds from the last fiscal year

Since the money rolled over, could we get it now?

Jared:

What would happen without the money?

Bryan Johns:

If not, we would try to pull it all out of our gift account

This was all checked off by the SARP, it just got lost in the system, so we would prefer to get it now

Steve:

This was entirely administrative error by a temporary Union employee

Majken:

They do have incentive income from last year that could pay for it, but since it was a mistake, I think we should give them the money

CJ:

I am on the fence about this because it is a large sum of money out of contingencies

It is about five percent

Could we take it out of facilities reserves, since that is where the money went?

I feel bad taking five percent of contingencies

Matt Rand:

We have \$29,249 left in contingencies if this passes which is more than we had last year

Kay:

I don't think we should base our decision on the money left in contingencies

The money was meant to come out of their budget

Ciera:

The money in facilities reserves will be used for things that contingencies can't be used for

Erica:

Taking things out of facilities, for something not related is an odd precedent to send

Brookelyn:

We should use contingencies because if not used, it will go into facilities reserves anyways

MOTION TO USE CONTINGENCIES FOR RIGHTS AND MATERIALS OF THE SPRING MUSICAL PASSES 17-0-1

Business Operations Report

Kay:

We have 14 projects in total

'09 Lounge project was transferred to MAP Committee

We are working on the Pharmacy space proposal

Club Storage application got 17 applications

Two biggest projects are third floor carpet and furniture for meeting rooms

We have temporary furniture for the ribbon cutting ceremony for the veteran's lounge

Please recommend our committee to freshman, Architecture majors, and business majors

Next semester potential projects include checking for new services in the union

We will also look into club facilities next semester like in the '87 gym

Meeting are Wednesdays 6-7 in 3511

I try my best to bring food

Director's Report

Steve:

On campus interviews for Assistant Director for Student Activities is coming up

New equipment in the Mueller Center, come check it out

We will try to replace the carpet in the lounge area

The time capsule for the class of 2000 is very heavy in a table

Could we move it somewhere else?

It is an 800 lb coffee table

Mueller Center will be hosting a Thanksgiving dinner for international students over the break

About 60 students can attend

It will be a traditional dinner, but with vegan, vegetarian, and halal options

Students can also bring things as a potluck

Dean Apgar:

If you sent out a notification asking for money, I'm sure you would get a lot of donations

Steve:

I will look into doing that

Within the next few years we will look into using the Armory

Brookelyn:

What would happen to the extra food?

Steve:

People would take leftovers since there is no dining hall services on Friday, Saturday, and Sunday

Matt Rand:

Have you looked into using the McNeil Room?

Steve:

We would need to use Sodexo and that would be 7x more expensive

Senate Report

Matt Rand:

There was no quorum so they did not have a meeting

Brookelyn:

There were no minutes they just had a discussion on the handbook changes

President's Report

Matt Rand:

There are a bunch of events this weekend, including fireworks and cupcakes

Travis Apgar:

After a certain amount of time, the area will be opened up for people to get cupcakes and watch fireworks

They will happen around 9:30 pm and 10:00 pm

Matt Rand:

ACUI is Nov 17th – 19th

If you want specific info from ACUI (Association of College Unions International)

Caitlin:

Why can't we go to England?

Shannon:

I met some people who invited us to their Union and am still in contact with them

Ciera:

Last year, there was some plan to take note and then share them with the board

Will we try to do that again?

Matt Rand:

We will try to make a collective google doc

Ida:

Is it in Boston?

Matt Rand:

Yes

Let me know about one on one meetings

There is a food truck project in late October or early November

If anyone wants to help that event

Ida:

Add me please, so I can keep up

Matt Rand:

There will be a ribbon cutting ceremony for the Veteran's Lounge

Thank you Shannon

It is scheduled for November 8th to kick off a wee of events to celebrate Veteran's Day

Shannon prepared some remarks and the administration will be contacted along with members of ROTC

Ida will be helping with the planning of the event

Shannon:

These Veterans are very dedicated to the space, so please join and make it the biggest deal possible

Matt Rand:

I can create a schedule of events

Member Reports

Kay:

The new layout for the SGS has come out and if you want info then please contact me

Ida:

We got in new glasses for the brunch

Every one attending the brunch will be receiving one

Matt:

Parents can buy tickets up until they are sold out

Everyone wear business casual and their union pins

MOTION TO CLOSE THE MEETING PASSES 16-0-1

MOTION REGARDING THE ASSISTANT DIRECTOR MUELLER CENTER AND WELLNESS PASSES 11-2-4



Agenda
October 12th, 2017

1. Roll Call @ 8:00 PM
2. Welcome
3. Presentations
 - a. Statler & Waldorf – 8:05 PM
 - b. Player’s Proposal – 8:20 PM
 - c. Assistant Director of Recreation and Wellness– 8:45 PM
4. Reports:
 - a. Committee of the Week – Business Operations
 - i. Next Week - Policies
 - b. Director’s Report
 - c. Senate Report
 - d. President’s Report
 - i. Campaign Launch Events
 - ii. ACUI Conference
 - iii. One-on-one Meetings
 - iv. Food Truck event
 1. Does anyone want to help out?
 - v. RnE Appointment
 - vi. Potential Ribbon Cutting Ceremony for Veteran’s Lounge
 - e. Member Reports



Contingencies FY18 Beginning Balance \$32,500
Contingencies FY18 current balance \$32,000

Contingencies FY17 Beginning Balance \$32,500
Contingencies FY17 this week \$32,500

EXECUTIVE BOARD PROPOSAL COVERSHEET

STATLER & WALDORF 302033
 CLUB ACCOUNT NUMBER

STARTED ON: 9/18/17 SUBMITTED ON: 10/10/17
 DATE SUBMITTED

IZZI CAIN IZZI CAIN
 HEAD CLUB OFFICER PRESENTER

CAINI@RPI.EDU 708-205-022
 PHONE NUMBER / EMAIL

No. of Members RPI Students: 16 Dues/person/yr.: \$ —
 Faculty/Staff: — \$ —
 Community: — \$ —

Present Rensselaer Union Subsidy: \$ 3,542

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

Item/Service	EXPENSE	INCOME
1. <u>COUCH(ES) - TWO</u>	\$ <u>1582.40</u>	1. _____ \$ _____
2. <u>each couch is priced</u>	\$ _____	2. _____ \$ _____
3. <u>at \$791.20</u>	\$ _____	3. _____ \$ _____
4. _____	\$ _____	4. _____ \$ _____
5. _____	\$ _____	5. _____ \$ _____
Total \$ <u>1582.40</u>		Total \$ _____
Additional Subsidy Request Total \$ _____		
<i>(Expense less Income)</i>		

JUSTIFICATION & EXPLANATION:

Has this been requested before? No
(for example: at budgeting or prior EBoard meeting)

Please attach another sheet with the following information:

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

Reviewed by [Signature] DATE 9/20/17
 Executive Board Representative
 Reviewed by [Signature] DATE 10/10/17
 Rensselaer Union Finance Coordinator
 Reviewed by [Signature] DATE 10/10/17
 Rensselaer Union SARP

COMMENTS by Rensselaer Union SARP
this should come out of Facilities budget.

COMMENTS by E-Board Representative

- Approved Reserves
 Not Approved Contingency



September 18, 2017

Dear Rensselaer Union Executive Board,

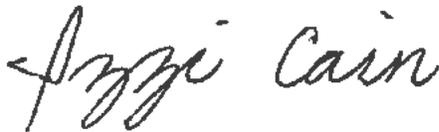
We, the editors and members of Statler & Waldorf, would like to request \$1582.40. We would use this money to purchase two couches (bought from ROI Office Interiors, Part Number: 7877f, Part Description: Global, priced at \$791.20 each) that would be put in our office and used by our editors and members.

Our office, located in the former Publications Suite (which is now the Veteran's Lounge), was renovated and moved during this summer to a new location in the Union. The director of the renovations, Joe Campo, was in contact with me throughout the summer to update me on the renovations. Mr. Campo said that the two couches in our office were in poor shape so he decided to toss them. Based on this action, our editors and members are left with no place to sit in our new office. Although I said to Mr. Campo that the editors and I were not attached to the couches and we do not have a program in our budget for new equipment, the editors and members of Statler & Waldorf would greatly appreciate money to purchase couches. Due to the small and narrow nature of our office, couches are the most viable and practical option. Editors and members of the club spend multiple hours in our office during the week so comfortable seating is preferred. Given that Union purchased must be made through an approved vendor, which in this case is ROI, I was given three options for sofas. The couch I have selected is the lowest-costing couch out of the options and the most practical in terms of size for our narrow office.

This has a possible impact on future budgets. I would like to revise our budget in the future to accommodate for the purchasing of new equipment for our office and/or editors. If this is not possible, I would like to add couches to our inventory in CMS and continuously update the status of the couches.

Thank you for your time and consideration of our proposal.

Best,



Izzi Cain
Editor In Chief



Please make PO's out to:
 roi Office Interiors
 144 Hangar Rd
 Rome, NY 13441

Quote

SF04211

Prepared For:
 Joseph Campo
 Rensselaer Polytechnic Institute
 110 8th St.
 Troy NY 12180

S&w - RM 3332 Budgetary Quote

Prepared By: Emily Demarest
 10/5/2017
 Page 1 of 2

Line #	Qty	Part Number	Part Description	Sell Price	Extended
Sofa Option 1					
1	1	7877F	Global: Citi, Fabric, 72"w x 31"d x 30"h, 3 Seat Sofa, Std 2 Arms, Std with Round Metal Legs	\$791.20	\$791.20

Category Total: \$791.20

Sofa Option 2

2	1	CP.A51.SN3	Ideon: Composium Sharp, 75"w x 28"d x 43"h	\$1,158.16	\$1,158.16
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Category Total: \$1,158.16

Sofa Option 3

3	1	7977262	Sauder: Canyon Sofa, 76"w x 34.5"d x 34.5"h	\$1,311.82	\$1,311.82
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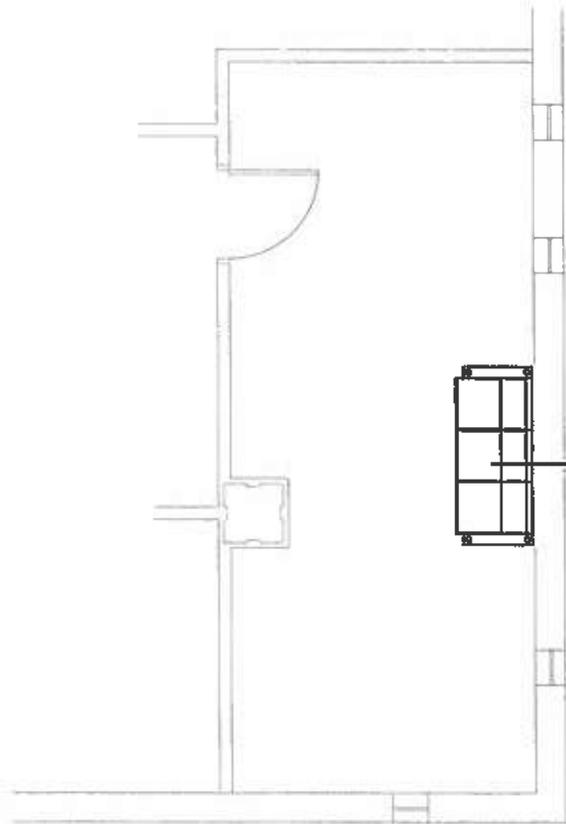
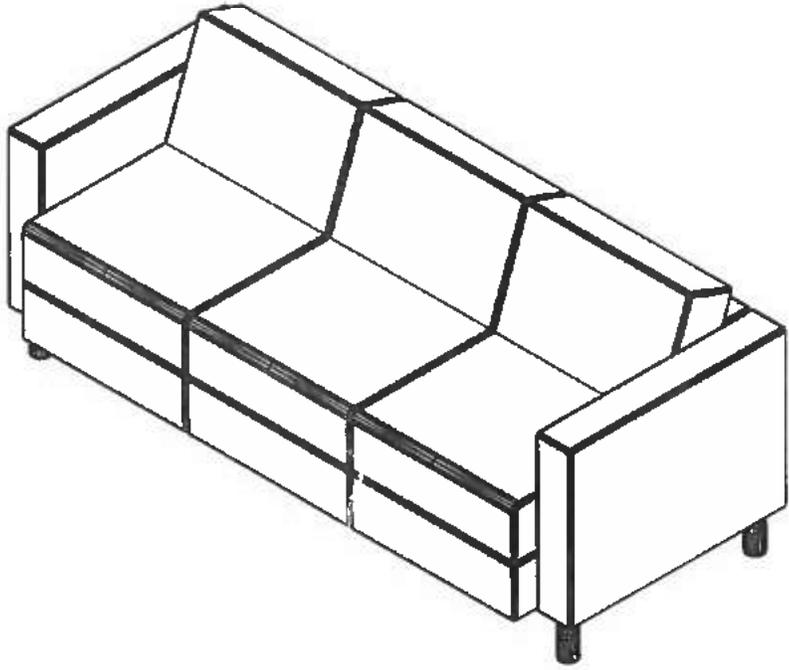
Category Total: \$1,311.82

Quote not reflective of any factory mandated freight charges. To be determined upon final selection.

	Rome 144 Hangar Road Rome, NY 13441 315-334-1388	Syracuse 126 N. Salina Street, Suite 210 Syracuse, NY 13202 315-410-7970	Ithaca 950 Danby Road, Suite 116 Ithaca, NY 14850 607-882-2150	Albany 518-486-8180	
	<p>Quote not reflective of any factory mandated freight charges. To be determined upon final selection.</p>				

Terms and Conditions

1. **Deposits:** A deposit is required on all orders as indicated on the quotation.
2. **Payment Terms:** Balance is due 30 days from date of invoice. In the case of outstanding punch list items, the Buyer agrees to pay 90% of the invoice amount due, with the remaining 10% of invoice balance due to be paid upon completion of the open punch list items.
3. **Service Charge:** A service charge of 1.5% per month will be assessed on all unpaid balances after invoice due date. Buyer agrees to pay this charge when requested and billed by the Seller.
4. **Taxes:** Unless otherwise noted, any applicable sales, use, excise, or any other taxes are not included in the price quotation and will be invoiced as a separate line item. Buyer agrees to pay any and all applicable taxes. If Buyer possesses tax exempt status, a certificate of tax exemption is to be provided prior to order placement. Buyer is responsible for self-assessment of any and all applicable sales taxes due to jurisdictions outside of State.
5. **Delays:** If Buyer is unable to receive product at the job site on the mutually agreed upon customer required date, product will be deemed delivered and will be invoiced as if delivered. Standard payment terms will apply.
6. **Changes and Cancellations:** Order changes are subject to approval by the manufacturer. If approved, all additional charges from the manufacturer for order changes are to be paid by Buyer and are due when invoiced. Express Ship Orders cannot be changed or canceled. All product is custom manufactured to customer specifications and, therefore, cannot be returned. Restocking programs are not available.
7. **Extra Handling/Storage:** If job site is not available on mutually agreed upon date, charges will be assessed to the Buyer for additional handling or redirecting of product at Seller's standard hourly rate or actual charges if performed by a third party, in effect at the time of performance, with payment due at time of delivery of invoice.
8. **Storage:** If job site is not available on mutually agreed upon customer required date, Seller will store product without charge for a maximum of 30 days from designated delivery date. Thereafter, a storage charge of 2% per month will be assessed and paid by Buyer and is in addition to the service charge described in paragraph 3.
9. **Extra Handling Due to Site Conditions:** Charges will be assessed to the Buyer for excessive handling, storage and transportation incurred because of site conditions, activity of other trades, or other reasons not specifically identified in the price quotation at the seller's standard hourly rate or actual charges if performed by a third party, in effect at the time of performance, with payment due at time of delivery of invoice.
10. **Overtime:** Unless otherwise stated, delivery and installation will be made during Seller's normal business hours (Monday thru Friday 8am-5pm, excluding major holidays). Any additional labor costs resulting from overtime work performed at Buyer's request will be paid by the Buyer, which payment will be due on delivery of invoice to Buyer.
11. **Seller's Responsibilities:** Other than for drop shipments, as described below, Seller will receive, inspect, stage, deliver, and install Buyer's goods. All furnishings will be clean and put into good working order. Cartoning and packing materials will be removed and premises left in good order. When applicable, Seller may direct shipments directly to the job site.
12. **Freight Claims:** Claims for product damaged in transit will be processed by Seller and damaged product will be repaired or replaced to the reasonable satisfaction of Buyer. Seller will not be responsible for delay caused by delivery carrier(s) or by parties other than Seller.
13. **Drop Shipments:** In case of drop shipments where product is delivered without installation. Buyer will receive, inspect and install ordered goods. Buyer is also responsible for filing necessary freight claims in the event of damage.
14. **Condition of Job Site:** Job site will be clean and clear of all obstructions prior to installation. Buyer will provide adequate facilities and space for unloading, staging, moving, handling and storing product at job site.
15. **Protection of Delivered Goods:** Buyer is responsible for security and safekeeping product after delivery at job site.



Global: Citi Sofa



Rensselaer Polytechnic Institute
S&W RM 3332 - Option 1

PROJECT/DWG. #: 04211

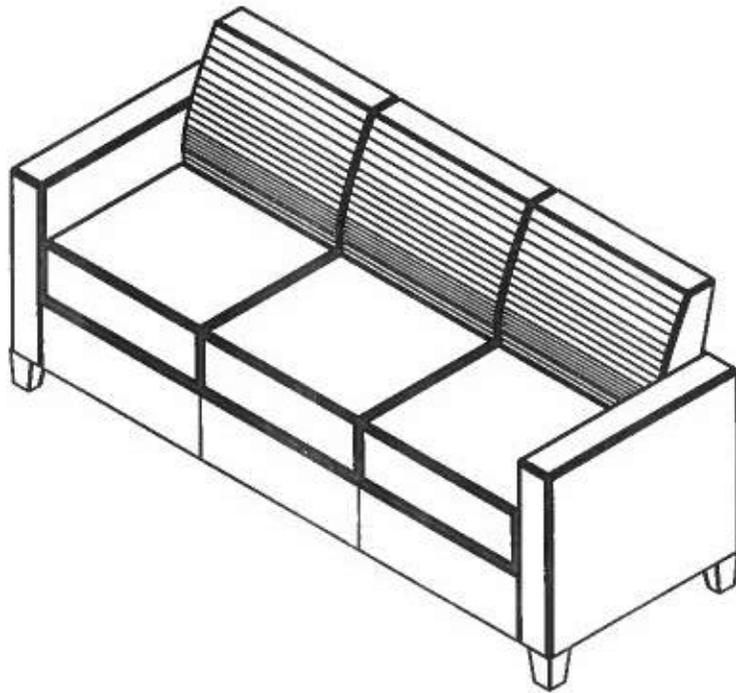
DATE: 10.04.17

DESIGNER: E. Demarest

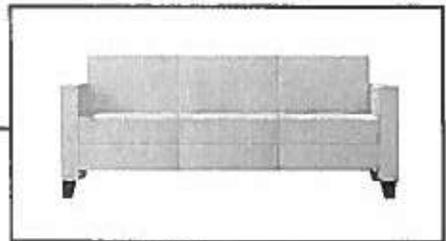
REV. DATE: 10.05.17

DRAWING VIEW: Plan View/3D View





Ideon: Composium Sharp Sofa



Rensselaer Polytechnic Institute
S&W RM 3332 - Option 2

PROJECT/DWG. #: 04211

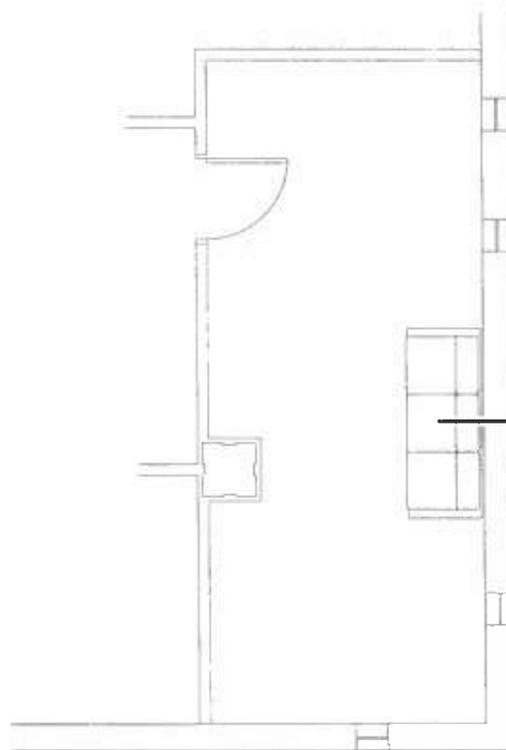
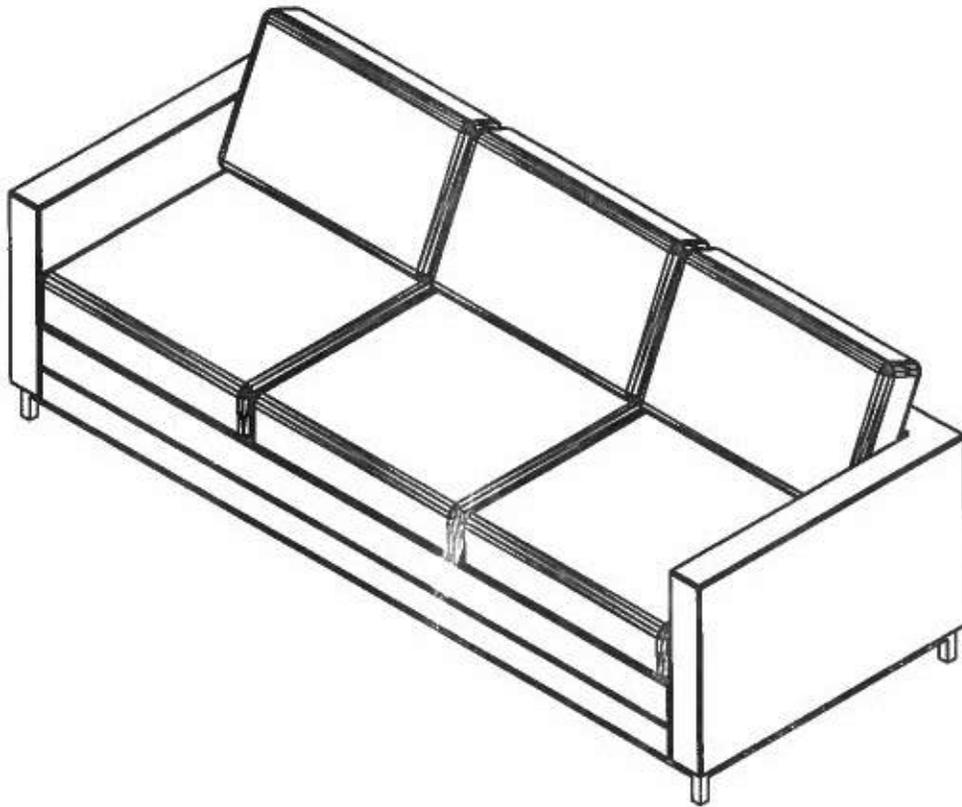
DATE: 10.04.17

DESIGNER: E. Demarest

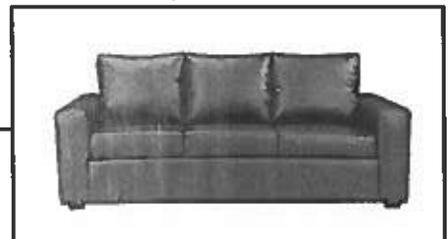
REV. DATE: 10.05.17

DRAWING VIEW: Plan View/3D View





Sauder: Canyon Sofa



Rensselaer Polytechnic Institute
S&W RM 3332 - Option 3

PROJECT/DWG. #: 04211

DATE: 10.04.17

DESIGNER: E. Demarest

REV. DATE: 10.05.17

DRAWING VIEW: Plan View/3D View



EXECUTIVE BOARD PROPOSAL COVERSHEET

CLUB RPI Players **ACCOUNT NUMBER** 302040 **DATE SUBMITTED** _____
HEAD CLUB OFFICER Bryan Johns **PRESENTER** Anastasia Feraco **PHONE NUMBER / EMAIL** feraca@rpi.edu

No. of Members RPI Students: 121 Dues/person/yr.: \$ _____
 Faculty/Staff: _____ \$ _____
 Community: 77 \$ _____

Present Rensselaer Union Subsidy: \$ _____

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

Item/Service	EXPENSE	INCOME
1. Scripts for Arcadia	\$ 149.25	1. _____ \$ _____
2. _____	\$ _____	2. _____ \$ _____
3. _____	\$ _____	3. _____ \$ _____
4. _____	\$ _____	4. _____ \$ _____
5. _____	\$ _____	5. _____ \$ _____
Total \$ _____		Total \$ _____
Additional Subsidy Request Total \$ _____ (Expense less Income)		

JUSTIFICATION & EXPLANATION:

Has this been requested before? No
 (for example: at budgeting or prior EBoard meeting)

Please attach another sheet with the following information:

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

Reviewed by: [Signature] DATE 10/11/17
 Executive Board Representative
 Reviewed by: [Signature] DATE 10/11/17
 Rensselaer Union Finance Coordinator
 Reviewed by: [Signature] DATE 10/4/17
 Rensselaer Union SARP

COMMENTS by Rensselaer Union SARP

COMMENTS by E-Board Representative

they need scripts

- Approved Reserves
 Not Approved Contingency



October 4, 2017

Dear Rensselaer Union Executive Board,

We would like to request \$149.25 for Goal A, Program 1, Line 009, which is the budget to purchase Royalties and Scripts for the fall mainstage production for the RPI Players. We would use this money to purchase the scripts for the fall mainstage production *Arcadia*.

The license and materials for *Arcadia* were to be purchased using the Players' 2016-2017 Budget. The paper work was submitted in March by the previous Business Manager, Bryan Johns, to the Administration Office in the Union. There was an error and the Administration Office only purchased the rights to the play, but not the scripts needed. This was not evident until the new fiscal year had already started and a rush order was placed on September 27th to obtain the scripts in time for the scheduled *Arcadia* rehearsals. The money for this purchase was taken out of Goal A, Program 1, Line 009 but needs to be replaced for the purchase of the show rights and scripts for the 2018 fall musical, as per tradition.

This has no impact on future budgets.

Thank you for your consideration of our proposal.

Sincerely,

Bryan Johns
President, 88th Season

Anastasia Feraco
Business Manager, 88th Season

Alphabetical author index

Shopping Cart

Cart (cart) Address Shipping Payment Confirm

Product(s)

Arcadia (Acting Edition) (Apr2012)Arcadia

Price Qty.

\$9.95 15

Sub-Total: Remove

Shipping: Calculated durt

Tax:

Total: Calculated durt

Continue shopping

Update shopping cart

Promotion Code

Apply Code

Estimate shipping

Enter your destination to get a shipping estimate. Please Note: delivery times are only guaranteed for UPS shipments. Postal Services (USPS) delivery times are estimates only.

Country	State / Province / County	Zip / postal code	
United States	New York	12160	Estimate shipping

USPS Priority Mail (\$11.83)

USPS Priority Mail Express (\$42.88)

UPS Ground (\$14.82)

UPS 3 Day Select (\$22.79)

UPS 2nd Day Air (\$39.37)

UPS Next Day Air (\$76.83)

EXECUTIVE BOARD PROPOSAL COVERSHEET

RPI Players 302040 _____
CLUB **ACCOUNT NUMBER** **DATE SUBMITTED**
Bryan Johns Anastasia Feraco feraca@rpi.edu
HEAD CLUB OFFICER **PRESENTER** **PHONE NUMBER / EMAIL**

No. of Members RPI Students: 179 Dues/person/yr.: \$ _____
 Faculty/Staff: _____ \$ _____
 Community: 77 \$ _____

Present Rensselaer Union Subsidy: \$ _____

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

Item/Service	EXPENSE	INCOME
1. License/mats for	\$ 1,770	1. _____ \$ _____
2. A Little Night Music's	\$ _____	2. _____ \$ _____
3. _____	\$ _____	3. _____ \$ _____
4. _____	\$ _____	4. _____ \$ _____
5. _____	\$ _____	5. _____ \$ _____
Total \$ 1,770		Total \$ 0
Additional Subsidy Request Total \$ 1,770		(Expense less Income)

JUSTIFICATION & EXPLANATION:

Has this been requested before? No
 (for example: at budgeting or prior E-Board meeting)

Please attach another sheet with the following information:

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

Reviewed by [Signature] DATE 10/11/17
 Executive Board Representative
 Reviewed by [Signature] DATE 10/11/17
 Rensselaer Union Finance Coordinator
 Reviewed by [Signature] DATE 9/27/17
 Rensselaer Union SARP

COMMENTS by Rensselaer Union SARP

Anastasia is always a great communicator + responsible with club business matters, I fully endorse this proposal

COMMENTS by E-Board Representative

- Approved
- Reserves
- Not Approved
- Contingency



September 22, 2017

Dear Rensselaer Union Executive Board,

We would like to request \$1,770 for Goal C, Program 1, Line 085, which is the budget to purchase Royalties and Scripts for the spring musical for the RPI Players. We would use this money to purchase the license and materials for the spring musical *A Little Night Music*.

The license and materials for *A Little Night Music* were to be purchased using the Players' 2016-2017 Budget. The paper work was submitted in March by the previous Business Manager, Bryan Johns, to the Administration Office in the Union. Before the license and materials were purchased, the contract expired. This was not brought to our attention until the fiscal year was just about to end and the rights could not be purchased as scheduled. We have obtained a new contract from Musical Theater International and have until October 25th to complete it and make the purchase.

This has no impact on future budgets.

Thank you for your consideration of our proposal.

Sincerely,

Bryan Johns
President, 88th Season

Anastasia Feraco
Business Manager, 88th Season

Rensselaer Union
Executive Board

Motion # 1

Date: 10/12/17

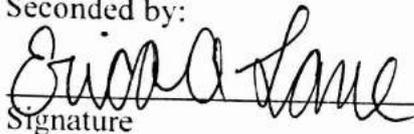
I move that the Rensselaer Union Executive Board Approve \$1582.40
out of the Facilities budget for the purchasing
of two couches for the S7 W office, quoted in
the attachments.

So moved by:


Signature

Majken Rasmussen
Printed Name

Seconded by:


Signature

Erica A Lane
Printed Name

For Against Abstaining

15 - 2 - 1

Motion: Passes / Fails

Rensselaer Union
Executive Board

Motion # 2

Date: 10/12/17

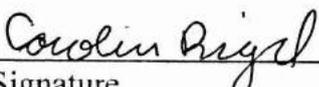
I move that the Rensselaer Union Executive Board approve \$147.25 from Contingency
fund for the purchasing of scripts for Arcadia as
stated in Goal A, Program 1, Line 009, quoted as
attached.

So moved by:


Signature

Majken Rasmussen
Printed Name

Seconded by:


Signature

Caroline Ringel
Printed Name

For Against Abstaining

Motion: Passes/Fails

17 - 0 - 1

Rensselaer Union
Executive Board

Motion # 3

Date: 10/12/17

I move that the Rensselaer Union Executive Board approve \$1,770 from
Contingencies for Goal C, Program 1, Line 085, to
purchase Royalties and Scripts for the spring musical
for RPI Players.

So moved by:



Signature

Majken Rasmussen
Printed Name

Seconded by:

Anissa N. Choinière

Signature

Anissa N. Choinière
Printed Name

For Against Abstaining

Motion: Passes / Fails

17-0 - 1

Rensselaer Union
Executive Board

Motion # 6

Date: 10/12/17

I move that the Rensselaer Union Executive Board approve the Executive Search Committee's recommended candidate for the position "Assistant Director Mueller Center and Wellness" pending the approval from Human Resources and the Division of Student Life.

So moved by:

Christopher Maria

Signature

Christopher Maria

Printed Name

Seconded by:

Ciera Williams

Signature

Ciera Williams

Printed Name

For Against Abstaining

Motion: Passes/~~Fails~~

11 - 2 - 4