Attendance

Date

$10/19/17

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
Clara Williams, Club/ICA Rep
Majken Rasmussen, 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 Senthinathan, Club Financial Advisor
Cohen Davis, Club Financial Advisor
Kensselaar Union
Executive Board

Guests (Please Print)

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MEETING BEGINS AT 8:06 PM

Men’s Soccer Proposal

Owen Nuss:

The Soccer team has had a record of 7-0-1
We will likely leave on the 18th

Matt Heimlich:

The club is asking for $4000 from travel contingencies

Steve:

I got a bus for them within 10 minutes and the actual price is $2751
In Delaware, we can get the tax exemption, but we are looking at about $160 per night

Matt Rand:

Should we need 12 or 13 rooms?

Steve:

The bus driver needs a room as well

Erica:

Is this separate from women’s team?

Steve:

Yes

Matt Rand:

Also, take note that this will be taken from travel contingencies $41,625

Steve:

The $4000 is the max that we do and last year you went above that once was for ACHA because they pay very high dues

MOTION TO REALLOCATE $4000 FROM FY2018 TRAVEL CONTINGENCIES FOR THE MEN’S SOCCER TEAM TO TRAVEL TO REGIONALS PASSES 15-0-2

RPI Players
Nick Karalexis:

I am the technical director and the producer for Peer Gynt

This would fund a joint project between RPI Players, the Art Department, EMPAC, and hopefully the Union

Peer Gynt will be replacing the President’s Holiday Concert

Professor Rebecca Rouse has redone this very boring and dry play to create a theatrical spectacle for this year

The first item is a production budget for $1200 used for costumes

We would like to bring in Doug Fitch as a consultant

Doug Fitch is an expert in media work and artistic groups

He has charged up to $20,000 in the past, but we would only need $2400

This extra funding would also include additional funding for musicians

Kay:

Why is it $2000 for consultation?

Nick Karalexis:

There is a typo in the slides

Kay:

What about the incentive income?

Nick Karalexis:

This would be a smaller cast and crew than a normal show and we would like incentive income to go towards more members such as 40 members during our spring or fall show

This show would have about 12 members

Kay:

Do you have a priority order for the items you are asking for?

Nick Karalexis:

The production budget is the top priority and the other two are of equal priority

David:

It’s really great that this is a student produced thing that is going on in EMPAC

Is this a one off thing? Or is this also for future years?

Nick Karalexis:
In a perfect world, we would like to say that we will do a show in EMPAC every March.
Some time slots in EMPAC are booked upwards of two years in advance.
This will probably not be in the FY2019 budget, but I would like to see it in the future.

Majken:
How many more musicians would be brought in for that amount of money?

Nick Karalexis:
Our professor gave us some flexibility in the pricing.

Caitlin:
Would Doug Fitch come here? And how long would he be here?

Nick Karalexis:
He would be here for two full days.
He would help with the technical aspects and video aspects.
Once at the beginning and once at the end.

Ciera:
Who approached who? Was it you to HASS or did the Arts come to you?

Nick Karalexis:
Two professors brought it to Arts and HASS and then I brought it to Players.
That is when we decided it will be a collaboration.

Ciera:
Why isn’t the Arts contributing more towards the project?

Nick Karalexis:
I brought it to Amy Corron and they would like to see it as a student driven project, so it is important to put the name of the Union onto this project.
HASS does not have enough money because this show is usually aid for by the President’s office.

Erica:
What would you do if we didn’t give you the money?

Nick Karalexis:
We would make it work, but the student experience would be largely impacted.

Ezra:
Could you go into the involvement of the sculpture class?

Nick Karalexis:

Jefferson’s art class has been working on giant puppets to be used in the show and that is part of the Arts side

Ezra:

They have been working on them for a while, right? Would this not work in the Playhouse?

Nick Karalexis:

These puppets have been being made for the past month

The Playhouse cannot fit the 700 people who are expected to attend the show

Steve:

It sounds like we are transferring the money to someone else, to HASS and it would become HASS’s responsibility to provide insurance

We don’t have liability on our end

Kay:

Why is it going to HASS?

Nick Karalexis:

The production budget would be spent from the Player’s budget

It is easier for HASS to hire additional people straight from their own budget

Steve:

Their Martha will be taking care of it

Nick Karalexis:

The Union has paid for EMPAC staffing fees historically as well

Rasika:

This could come from contingencies and special events

David:

I’ve been to the concert before and it would be much better than the yearly concert

This would show that student groups can work with EMPAC

John Caceido:

This is the first time this has happened, but they may go over budget. This is the one point that stands out to me
Kay:

Their business managers are very experienced, so I have no hesitation in that they made in their proposal

MOTION TO REALLOCATE $1200 FROM FY2018 CLUB CONTINGENCIES FOR THE PRODUCTION OF PEER GYNT PASSES 16-0-1

Jared:

Is the admin budget okay with removing this much from the budget?

Rasika:

Cameron said this would be okay to remove from the budget

Caitlin:

Can we discuss if we want to fund all of it?

David:

If this is a new student production, this needs to be the best performance they can do

Jared:

I would really like the Union’s name to be on this as well as the Player’s

I think Doug Fitch could really put the production over the top so maybe we don’t really need the musicians

David:

The idea of making Players pay dues to put on a show to benefit all of campus

They are not technically a service club, but I feel they contribute to the culture of campus a lot

Steve:

There are usually not dues associated with clubs like this because they are performing for the institute, not just for themselves

Anissa:

Clubs that hire a coach must have dues that cover half of the cost of the coach

Erica:

Have we spent money from Special Events or Performing Arts?

Matt Rand:

About $7000 in Performing Arts that has not been used

Ezra:
HASS has a really inflexible budget
To add onto Jared’s comment, they have two whole classes of about 90 students as well as an orchestra and a group of professors

Ciera:
This isn’t something that would benefit every member of the club
It would prevent people from participating in the project

Ryan:
I think the extra musicians would also benefit music students, not just the players

Steve:
There is a gift account that they could draw from

Ida:
Would drawing from the Performing Arts budget remove from anyone else? Is this a large amount of money to be drawing from these accounts?
Looking at how much we have, I do not have a problem funding these projects and it will not cause future complications

Rasika:
I was not able to ask Cameron today if it would be removing from anyone else.

**MOTION TO REALLOCATE $1200 FROM THE PERFORMING ARTS BUDGET TO HASS AND $1200 FROM THE SPECIAL EVENTS BUDGET FOR DOUG FITCH PASSES 15-0-2**

John Caceido:
Should it specify that it is for additional members or for the production of Peer Gynt?

Rasika:
Yes, that needs to be changed

Jared:
I don’t know how often we pull from this line item, but we are leaving it to $400 after drawing for the Orchestra
We are pulling enough for approximately seven shows because it says quantity of 8 at $350
I feel like now we are draining the entire line item

Rasika:
Are you asking for it to be drawn from special events instead?
Jared:

Yes

**MOTION TO REALLOCATE $1200 FROM THE PERFORMING ART BUDGET TO THE HASS DEPARTMENT FOR ADDITIONAL MEMBERS OF THE RENSSELAER ORCHESTRA IS RULED OUT OF ORDER**

Ciera:

I think it’s good to support them of course, but how much more will they benefit from the money we would be giving? How significant would professional musicians be?

Rasika:

It is already being partially funded, so this is just an extra thing that would benefit

Kay:

How much was left in Special Events left at the end of the year last year?

Steve:

I can’t just pull it up on my phone

CJ:

I have been to Orchestra shows and they are fantastic and if they want it, it is something that they deserve

Ryan:

This money is dual purpose

It makes the show better and the musicians better

Majken:

What I took from he was saying is that this is not necessary to the production, but it would be a really nice thing to do

Jared:

I would like to hear how much we normally use from special events

Ezra:

They would not ask for extra musicians for no reason

For people who have doubts about this line item, I’m sure Nick would go into the specific reasons

Kay:

We overspent $2000 in special events in FY2016
Matt Rand:

What about last year’s budget?

Steve:

The overspending came from the Chainsmokers concert in ECAV for FY2016

MOTION TO REALLOCATE $1200 FROM THE STUDENT ACTIVITIES SPECIAL EVENTS BUDGET TO THE HASS DEPARTMENT FOR ADDITIONAL MEMBERS OF THE RENSSELAER ORCHESTRA PASSED 10-4-3

Mueller Center Carpet

Steve:

The carpeting in the Lounge area is 17 years old

I don’t know what architect would put light grey in a building with lots of foot traffic

We are going to put a higher grade black carpet into the area

If this is approved, it would be done over the Winter break

This is the first phase

The second phase would be to add new carpet to the classroom

CJ:

Would it be cheaper to do it all at once?

Steve:

No

The other room has some low points and needs to be leveled

This would come out of the normal facilities account

MOTION TO REALLOCATE FUNDS FROM FACILITIES TO PURCHASE CARPET FOR THE MUELLER CENTER PASSES 17-0-0

Bylaw Changes

Anissa:

All of the changes are to the committees’ section

The first change comes to the approval of committee vice chairs

Some responsibilities from policies were removed and placed into Club Operations committee

The SGCC and UAR will be included into our bylaws for consistency purposes

CJ:
Did you mention the Human Resources Interview Committee?

Anissa:

They are not being added at this time

MOTION TO APPROVE THE CHANGES TO THE BYLAWS AS ATTACHED PASSES 17-0-0

Committee of the Week – Policies

Anissa:

Previously, we passed the budgeting guidelines to be used by clubs to answer possible questions they might have

A major change is a summer arch review

I have met with Dean Shadler to discuss some of their expectations for the Union

On the smaller policies, we are looking at room reservation policy, and food policy

Meetings are Mondays from 7-8 in the SGS

I will continue sending out Google Forms between bringing things to the board

Ida:

Have you spoken with Ellie Mees with the Summer Arch Task Force?

Anissa:

No, but I can

We focus more on Club Operations over the summer

Matt Rand:

I am adding you to the chat group

Director’s Report

Steve:

We went ahead with the hiring of the position in the Mueller Center

Senate Report

John Caceido:

Motion was made to amend Undergraduate Council bylaws

Kay:

Watch the Senate YouTube livestreaming

President’s Report
Matt Rand:

There was no time that was convenient for everyone

If you have already done the Human Resources training, do not respond to the WhenIsGood

We got loaned furniture for the Veteran’s Lounge for the Ribbon Cutting Ceremony

Jared:

How long is interview training?

Rasika:

It will be approximately an hour and a half

Matt Rand:

I will ask if they can cut it down to an hour so as any people as possible can attend

It will probably only be an hour

Erica:

When we did interviews with ambulance, members were allowed to be in the interview, but just not ask questions

John Caceido:

Why is E-Board required to take this training?

Matt Rand:

There are specific ways to ask questions to make sure we are not breaking any laws and are being respectful to the candidates on behalf of RPI

We will be voting on the Director of the Union hopefully by the end of the semester

Member Reports

Jared:

Kay did not bring food to the last BizOps meeting

Kay:

Union After Dark is on Saturday and they have cool glow in the dark plastic cups

Matt Rand:

The STAR Program is going on where high school students come onto campus, specifically underrepresented groups

They are meeting with Dr. Jackson tomorrow
Tomorrow at 7:00pm in the Pub, Martha is hosting a Trivia and Karoake event with them, so everyone should go

Rasika:
ISA is holding a show in West Hall
Does anyone have any idea on getting non stugov members to join committees?

Kay:
UPAC Cinema is showing Atomic Blonde on Saturday
Agenda
October 19th, 2017

1. Roll Call @ 8:00 PM

2. Welcome

3. Presentations
   a. Men’s Club Soccer Proposal – 8:05 PM
   b. RPI Player’s Proposal – 8:25 PM
   c. Mueller Center Carpet Proposal – 8:45 PM
   d. Bylaw Changes – 9:05 PM

4. Reports:
   a. Committee of the Week – Policies
      i. Next Week – ClubOps
   b. Director’s Report
   c. Senate Report
   d. President’s Report
      i. One-on-one Meetings
      ii. Food Truck event
      iii. Ribbon Cutting Ceremony for Veteran’s Lounge
      iv. Interview Training
   e. Member Reports

Contingencies FY18 Beginning Balance $32,500
Contingencies FY18 current balance $28,929.75
Contingencies FY17 Beginning Balance $32,500
Contingencies FY17 this week $28,936.65
EXECUTIVE BOARD PROPOSAL COVERSHEET

Men's club Soccer 302154 10/19/17
CLUB ACCOUNT NUMBER DATE SUBMITTED

OWEN NASS 515-248-1060 nusso@rpi.edu
HEAD CLUB OFFICER PHONE NUMBER / EMAIL

Owen Nass
PRESENTER

No. of Members
RPI Students: 25
Faculty/Staff: 0
Community: 0
Dues/persn/yr.: $ 30

Present Rensselaer Union Subsidy: $ 461.00

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

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Total $ 7,847

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 Matt Hesp DATE 10/19/17
Executive Board Representative

Reviewed by DATE 10/19/17
Rensselaer Union Finance Coordinator

Reviewed by DATE 10/19/17
Rensselaer Union SARP

COMMENTS by Rensselaer Union SARP
7-0-1 Rensselaer outscoring opp. 30-3, great accomplishment

COMMENTS by E-Board Representative

☐ Approved  ☐ Reserves
☐ Not Approved  ☐ Contingency

Form available for download at union.rpi.edu/club-finance
Dear Executive Board committee,

This letter is to inform you that Rensselaer Polytechnic Institute’s Men’s Club Soccer team has finished our regular season schedule with a record of 7-0-1. Our record has earned our team an at-large bid to the regional tournament in New Castle, Delaware on October 28th and 29th.

Over the last few years RPI’s Men’s Clubs Soccer team has grown to a level that even the founders did not expect. Each year the team has over 100 people attending tryouts fighting for a spot on the team. With that being said, this is the first time in the club’s history that the team has qualified for regionals. We have met with our representative, Steve Allard to discuss the logistics involved with travel and housing and have also spoke with Martha McElligott to review the use of Concur for the expenses that we may incur while planning.

RPI Men’s Club Soccer is excited to see all of our hard work this season pay-off and we look forward to competing against the best teams in Region 1 to prove that we are the best team in the region.

Below are the costs associated with regionals;

1. Regional tournament entry fee: $900 ($936 for payment by credit card)
2. Housing for two nights: 13 rooms @ $160 per night for a total of $4,160.
3. Travel vehicle: One twenty-eight passenger bus @ $2,751 for the weekend.

Total Cost: $7,847
Payment distribution: ($7,847) - ($4,000) = $3,847 / 25 people on travel roster = $153.88 ~ $154
Each player on the team will pay $154 for our team to attend regionals.

Thank you for your time and consideration.

Regards,

RPI Men’s Club Soccer
EXECUTIVE BOARD PROPOSAL COVERSHEET

RPI Players 302040 10/10/2017

CLUB ACCOUNT NUMBER DATE SUBMITTED
Bryan Johns Nick Karalexis karain@rpi.edu / 732-491-5704
HEAD CLUB OFFICER PRESENTER PHONE NUMBER / EMAIL

No. of Members RPI Students: 110 Dues/person/yr.: $______
Faculty/Staff: $______ Community: $______

Present Rensselaer Union Subsidy: $ 19,485

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

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Total $4,800 Total $______

Additional Subsidy Request Total $4,800

(Expense less Income)

JUSTIFICATION & EXPLANATION:

Has this been requested before? Proposed to Amy Corront, during Summer '17
(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 quotes, etc.)
b. Demonstration of need/interest, or background.
c. How will this impact future budgets. (service/maintenance cost, replacement cost, etc.)

Reviewed by: DATE 10/18/17
Reviewed by: DATE 10/18/17
Reviewed by: DATE 10/18/17

COMMENTS by Rensselaer Union SARP

COMMENTS by E-Board Representative

What is necessary for the event.

☐ Approved  ☐ Reserves
☐ Not Approved  ☐ Contingency

Form available for download at union.rpi.edu/club-finance
Dear Rensselaer Union Executive Board,

The RPI Players and the Arts Department have partnered to produce another student driven show at EMPAC. Last spring, we partnered with the School of HASS, and others to produce Our Town, the first ever student run show in EMPAC. The financial support from the Rensselaer Union was critical to make that production possible.

In December, an artistic team comprised of students and faculty would like to elevate the Traditional Presidents holiday concert to the theatrical experience, Peer Gynt. In order to transform this event into a collaborative student run event, we would like to request the following:

$2400 - hire Doug Fitch to visit campus / work with RPI Players / offer artistic advising to production. Doug's involvement would ensure that this student initiative succeeds in collaborating with EMPAC staff. Doug Fitch one of only a few people in the United States who is an expert in puppeteering, storytelling, and media – all areas of study relevant to this project. Doug has worked on similar projects at other universities in New York state, such as SUNY Buffalo as well as with professional groups, notably the NY Philharmonic. For comparison, Doug's work at SUNY Buffalo cost the project team ~$20,000. Because of his belief in this project and the team leading it, he is only asking for $2,400. Please see dougfitch.com for more information.

$1200 - this funding would be for a traditional production budget, used to build set pieces, create costumes, and cover other production related expenses. For reference, this number is consistent with approximately half of the miscellaneous expenses for production line goal for the RPI Players Fall Show budget (Goal A Program 5).

$1200 - additional performers to join the Rensselaer Orchestra. A crucial component to any concert in an academic setting is the ability to hire professionals to play among student musicians. These professionals allow students to improve their playing technique and gain experience working with professionals.

Funding for Doug Fitch's work and the additional musicians would be transferred to FOAPAL 130000.2380.564.40060.201601, an account within the School of HASS that is for this show. The production budget would be spent from the RPI Players account (Account No. 302040). There is currently no specific program or goal relevant to this project, as it was conceived well after the budgeting process for FY18 had concluded.

Please see the attached documents that contain more information regarding the importance of continued student produced work in EMPAC.

This special project has no impact on the future budgets of the RPI Players.

Thank you for your consideration of our proposal and for the continued support by the Rensselaer Union for student driven work at EMPAC.

Sincerely,

Nick Karalexis
Producer, Peer Gynt
Technical Director, RPI Players
July 22nd, 2017

To whom it may concern:

As the Technical Director of the RPI Players, and the former Our Town Producer, I’d like to take this opportunity to outline why collaborative projects such as Peer Gynt are the driving force behind creativity and arts in the student body. While Bryan Johns’ letter, as the President of Players, speaks more to organizational level partnership, my extensive experience in production gives me the ability to speak on a more intimate level.

Peer Gynt is highly dependent on the intensive collaborative effort of the RPI Players. Players will fill key positions on the production team, including those that are absolutely critical to a show getting off the ground. Some of the Players membership have already come on board the team, taking the roles of lighting designer and producer, the latter being filled by myself. We will also be selecting a Stage Manager - arguably one of the most important people to any sort of production - from the Players membership. Other positions that we will also be filling with students include costumes, props, asst. stage manager, as well as other crew/operator roles and the cast of performers! The experience of the Players membership, and the theatre company as a whole, immediately gives our production incredible resources. This allows us to give the students involved in the show an amazing opportunity.

As the Producer of Our Town, I was able to see first hand how students interested in the performing arts benefitted from working with, and being mentored by, the professional staff at EMPAC. During Our Town, student designers learned what it takes to stage a production in a multi-venue, staffed performing arts center. This is very different from a traditional Players main stage show, where the production team generally has the run of the building at all hours of the day. This change allowed the student designers to truly hone their skills while work efficiently on a more professional level. More importantly, the students designers of Our Town were able to directly interact, and create art with, the professionals at EMPAC. The staff offered guidance at every turn, and provided creative advice that was truly invaluable. Peer Gynt will allow another generation of students in Players to benefit in the same way those involved in Our Town did.

The mission statement for the RPI Players is “to foster an interest in all phases of the theater among RPI students and the surrounding community, and to provide theatrical entertainment for those same communities” (Constitution of the RPI Players). There is no better way to foster interest in theatre and the performing arts than providing alternative means to practice the craft. Collaborative projects at EMPAC are the perfect outlet for growing student artists to challenge themselves.

On behalf of myself and the students who will take part in this production, thank you for this unique opportunity!

Nick Karalexis
Producer, Peer Gynt
RPI Players Technical Director, 88th Season
Dear Rebecca Rouse and Nick DeMaison,

The RPI Players would like to offer their support for the proposed collaboration between ourselves and the other groups that will be taking part in the Peer Gynt Holiday Concert Project. After the success of Our Town we are looking forward to the chance to work again with EMPAC, as well as the opportunity to work with other clubs and groups from around campus, and are excited to work on such a unique show. We are also excited for this wonderful opportunity to spread the arts on RPI’s campus. Art programs like these are great for RPI, and we hope that we have many more chances to work on projects like this with you in the future.

Once the Fall semester begins, we are more than happy to meet with you to discuss more details and plans.

We hope to hear from you soon!

The RPI Players 88th Executive Committee
# Proposal

PROPOSAL TO FURNISH MATERIAL AND LABOR ON TANDUS´ NY STATE CONTRACT PC 67779

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<td>4 FURNISH MATERIAL ONLY - 1 FOUR GALLON PAIL PRESSURE SENSITIVE ADHESIVE @ $99.00/PAIL ON TANDUS NY STATE CONTRACT PC 67779</td>
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<td>TANDUS</td>
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<td>ADHESIVE C-EX</td>
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<td>4 GAL</td>
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<td>4 GAL</td>
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<td>99.00</td>
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<tr>
<td>5 FURNISH AND INSTALL - 80 LF OF 4&quot; VINYL COVE BASE-PLEASE NOTE- WE WILL NOT REPLACE THE BASE UNDER THE RADIATORS IN THIS ROOM. PRICE INCLUDES REDUCERS. BASE NOT ON CONTRACT</td>
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<tr>
<td>JOHNSONITE®</td>
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<td>BLACK</td>
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<td>CB-40</td>
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<tr>
<td>132.00</td>
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</tbody>
</table>

**TOTAL (THESE LINE ITEMS TAX EXEMPT)**

$9,741.00

PRICE DOES NOT INCLUDE MOVING FURNITURE OR FLOOR PREP

- Unless specifically included in this proposal excludes floor preparation, leveling or repair; removal of existing flooring or adhesive, buffing, waxing or floor protection, moving or lifting furniture. Excludes labor premiums for evening or weekend work. Flooring Environment is not responsible for any claims that might result from product delivery date changes beyond their control. This proposal is valid for forty-five (45) days. Full payment is due ten (10) days from receipt of invoice unless otherwise specified.

WARRANTY DOES NOT INCLUDE ANY MOISTURE RELATED SUBFLOOR FAILURES

Flooring Environment

Signed: WES MOLLER

Proposal Total: $9,741.00

R.P.I.

Signed:

Proposed Installation Start Date:

Bid #: 15235
Bylaws Changes

Article VII: Committees

2. Joint committee chairs now joint appointment by G MPU and then majority vote of senate and eboard. Already majority vote of senate. Kept language for consistency.

9/10. Removed some duties of policies and put under new Club Operations Club Operations now standing committee Also enforces probation, renewal, and sunsetting policy

14/15.. SGCC, UAR now standing joint committees.

16. Human Resources Interview Committee now standing joint committee
   Duties WILL BE in senate bylaws. Which are going to be updated “soon”

17. RnE must have eboard rep
   Already in senate bylaws and RnE’s
Rensselaer Union
Executive Board

Motion # 1

Date: 10/19/17

I move that the Rensselaer Union Executive Board reallocate $4,000 from FY 2018 Club Travel Contingencies to the Men's Club Soccer budget to travel to regionals as attached.

So moved by:

Matthew Heimlich
Printed Name

Seconded by:

David Roeb
Printed Name

For Against Abstaining

15 - 0 - 2

Motion: Passes/Fails
EXECUTIVE BOARD PROPOSAL COVERSHEET

CLUB
Men's Club Soccer

ACCOUNT NUMBER 302164

DATE SUBMITTED 10/19/17

HEAD CLUB OFFICER Quinn Muzz

PRESENTER Quinn Muzz

PHONE NUMBER / EMAIL 518-298-10xx muzz@rpi.edu

No. of Members
RPI Students: 28
Faculty/Staff: 0
Community: 0

Present Rensselaer Union Subsidy: $ 461.00

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

<table>
<thead>
<tr>
<th>Item/Service</th>
<th>EXPENSE</th>
<th>INCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Hotel</td>
<td>$4,160</td>
<td></td>
</tr>
<tr>
<td>2. Bus</td>
<td>$2,751</td>
<td></td>
</tr>
<tr>
<td>3. Tournament Entry Fee</td>
<td>$986.93</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$7,947</td>
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</tr>
</tbody>
</table>

Additional Subsidy Request Total $ 461.00

JUSTIFICATION & EXPLANATION:

Is 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 Matt 10/19/17

Reviewed by Rensselaer Union Finance Coordinator 10/19/17

Reviewed by Rensselaer Union SARP 10/19/17

COMMENTS by Rensselaer Union SARP

7-0-1 record outsourcing app. 30-3, great accomplishment.

COMMENTS by E-Board Representative

Approved [ ] Reserves [ ]
Not Approved [ ] Contingency [ ]

Form available for download at union.rpi.edu/club-finance
Dear Executive Board committee,

This letter is to inform you that Rensselaer Polytechnic Institute’s Men's Club Soccer team has finished our regular season schedule with a record of 7-0-1. Our record has earned our team an at-large bid to the regional tournament in New Castle, Delaware on October 28th and 29th. Over the last few years RPI's Men's Clubs Soccer team has grown to a level that even the founders did not expect. Each year the team has over 100 people attending tryouts fighting for a spot on the team. With that being said, this is the first time in the club’s history that the team has qualified for regionals. We have met with our representative, Steve Allard to discuss the logistics involved with travel and housing and have also spoke with Martha McElligott to review the use of Concur for the expenses that we may incur while planning.

RPI Men's Club Soccer is excited to see all of our hard work this season pay-off and we look forward to competing against the best teams in Region 1 to prove that we are the best team in the region.

Below are the costs associated with regionals;

1. Regional tournament entry fee: $900 ($936 for payment by credit card)
2. Housing for two nights: 13 rooms @ $160 per night for a total of $4,160.
3. Travel vehicle: One twenty-eight passenger bus @ $2,751 for the weekend.

Total Cost: $7,847
Payment distribution: ($7,847) - ($4,000) = $3,847 / 25 people on travel roster = $153.88 ~ $154

Each player on the team will pay $154 for our team to attend regionals.

Thank you for your time and consideration.

Regards,

RPI Men's Club Soccer