Meeting Minutes  
October 20th 2015 - 6:32pm

I. Call Meeting to Order  
6:32 PM

II. Roll Call:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Present</th>
<th>Tardy</th>
<th>Absent</th>
<th>Excused</th>
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<tbody>
<tr>
<td>Executive Chair:</td>
<td>Matthew Groulx</td>
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<td>Vice Chair:</td>
<td>Emily Charman</td>
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<td>Secretary:</td>
<td>Rose Hart</td>
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<td>Member at Large:</td>
<td>Ericka Reff</td>
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<td>Business Manager:</td>
<td>Alohi Kapoi</td>
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<td>Engineer:</td>
<td>Kyle Douglas</td>
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<td>VVP General Manager:</td>
<td>Goody Cacal</td>
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<td>URH General Manager:</td>
<td>Brenda Burch</td>
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<td>Advisors:</td>
<td>Shara Mahoe</td>
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<td>Jake Galves</td>
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Establish Quorum- yes

III. Review and Approval of Minutes
Motion: Ericka Reff  Second: Alohi Kapoi  Yes: 5  No: 0

IV. Unfinished Business

IV.I. True Colors
Discussion: Alohi got the invoice and turned it in on Friday. Paperwork should be processed and ready before true colors. The total was ~$450.

IV.II ACUI Brief Review
Discussion: Emily enjoyed ACUI and UNLV. Got to see the radio station, however workshops were more geared towards staff and not necessarily pertinent to UH Hilo. Attended the sustainability workshop. Kyle attended technology workshops and learned more about student outreach. Overall, made many new connections. If would like to plan for next year, should start planning early (Berkeley and Louisiana) and make sure that attendees are part of the student track to have more participation.
IV.III. Office Chairs 310
Discussion: Cheapest quote is $700 for 7 chairs from an online business. Alohi checked other stores and will continue to check office stores in Kona. Kona Coast has still not responded.

V. New Business
V.I. CSO Forum November 4th
Discussion: Determine whether or not to have an open meeting or public meeting. Flattening of Fees may be concerning; if everyone pays same fee does that mean everyone can have a stipend position? Have information/thoughts ready by next Tuesday.

VI. Charter Review and Discussion
VI.I. Article 5 – Officers
Discussion:
A. Consider keeping business manager role but rename title to treasurer; will business manager have enough responsibility to justify hourly position? Change “officers” to “members” and include that the vice chairperson also needs to be a student.
B. Adjust “Chairperson” to “Executive Chairperson”
C. Treasurer/Business Manager- description should also include “sub-organizations”
D. Include “Member at Large” and description of this position in Article 5
   a. “Member at Large shall assist in other duties assigned by the B.O.M.B.”

VI.II. Article 6 – Committees
Discussion:
A. Policy and Procedures committee; add “procedures”
B. Include “sub-organizations”
C. Capitalize P in “policy”

VII. Committee Reports
VII.I. Policies and Procedures
Discussion: There was not a Monday meeting, but Goody and Brenda will send policies and procedures. These will be reviewed with outside source next week, Monday.

VIII. Officer Reports
Discussion
Chair: Attended a meeting Friday with BOSP, SAC, UH HSA Executives/President regarding CSO Advisor position. A proposal is being made for UH HSA to reimburse the CSOs for the time they have used the CSO adviser.; there is a meeting again this
Friday. Reminder that all our records are on the website. Reminder to keep doors of offices open during business hours when present in the office.

**Vice Chair**

Thanks to B.O.M.B. for attending ACUI and looking forward to editing footage of the trip.

**Business Manager**

Next supply run deadline is October 30th and the actual supply run is November 21st at 10 AM. Budget and budget narrative is hung up.

**Member at Large**

Thanked Jake for doing a good DJ job.

**VVP General Manager**

Released campus guided tour yesterday, which reached 400 views. Filming a project Friday night and will be doing another food video.

**BOMB Engineer**

URH shirts are ready therefore implying that the order did not get cancelled. Will have to check with B on details of order; there were conflicts with the company license. Received good pointers at ACUI that he will be implementing. Received positive feedback regarding URH.

**Advisor – Jake**

Thanks to Roger and Alex at coming out day and Peace day to get surveys done for URH. A banner is being worked on to be hung.

**Advisor – Shara**

Make a difference day is not mandatory, but is a strongly encouraged volunteer opportunity. Will begin check in at 7:30 AM. October 28 is President Lassner’s visit and is doing a CSO meet and greet from 2:30-3:30. Public forum is from 11:30-12:30. RISO Flow is evening of October 28th.

**IX. Announcements**

Discussion: Make a Difference Day is on October 24th. The CSO Forum is on Nov 4th. President Lassner is visiting Wednesday Oct 28th

**X. Adjournment**

7:13 PM