

Date: 04/09/2020

Location: Zoom

# RCB Full Board Meeting

**Start Time: 6:05pm**

**Members Absent: Zion, David**

1. Review
  - a. Reading of the Minutes
2. Executive and Advisor Updates
  - a. Sophia and Zion (VP of Social Affairs)
    - i. Reached out to social chairs with a [quarantine games doc](#) (in case you want more ideas as well)
      1. Is there a Willard social chair currently?
    - ii. Here's a general and more detailed [formal timeline](#)
      1. April: contacting venues with possible dates, pricing, possible cancellation policy
      2. May: deciding on venues and starting the contract process
      3. Still taking suggestions for venues
        - a. Field Museum
        - b. Chicago Children's Museum
  - b. Albert (VP of Academic Affairs)
    - i. I have reached out to Academic/Fellows/Fireside Chairs through a listserv email. If you could reach out and confirm that your corresponding officers got this email, that would be fantastic, to confirm that the listserv has all the email addresses it needs.
  - c. Christy (VP of Philanthropic Affairs)
    - i. Reached out to Philo chairs
    - ii. Relay for Life - likely virtual, waiting for details
      1. Penny Wars through Venmo
        - a. Field Day points - positive only but normalized by RC size
    - iii. Campus Eco-challenge - w/b giving info to Philo chairs
    - iv. Games for a Cause event this quarter
  - d. Carina (VP of Public Relations)
    - i. If you recently updated your Constitution, please send them to me!
    - ii. Please drop me an email for wrong people/missing people added to the listservs!

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- iii. Given that your residents are okay with sharing their photos on the RCB website/FB page, if you guys could take photos of your virtual RC events that would be great!
- iv. If your RC has an official social media account, link them below here so I can link it on the RCB website and FB page so incoming students can get an idea of what it's like to live in the different RCs!
  - 1. Willard Instagram: @thewooshack
  - 2. CRC Instagram: @crcwhat
  - 3. CCS Instagram: @ccs\_nu
- e. Nathan (VP of Financial Affairs)
- f. Shreya (VP of Inter College Relations)
  - i.
- g. David (ASG Senator)
- h. Maya (President)
  - i. SOFO can happen, you might need former exec to sign out
  - ii. Rcb constitution was updated!
- i. Nancy (Advisor)
  - i. Thank you again for permission to post our **first RCB Zoom meeting photo** on social media. FYI, Brad Zakarin posted that great photo and message on [Instagram](#).
  - ii. Feedback to the question about **non-resident membership dues refund** - Spring applications not charged/processed. On the non-res form, it clearly notes that dues are non-refundable.
  - iii. **SOFO account end-of-winter balances** - requested update for RCB and all residential colleges; **will share information soon (Pending)**.
    - 1. Ongoing President and treasurer transition. Email from the previous President must be sent to SOFO to officially sign-out, linking the new President to SOFO. New President would also need to follow-up with SOFO to confirm their new positions.
      - a. Please remember to copy Maya and Nancy in your email!
  - iv. On behalf of your exec boards, I've reached out to **Residential Services Operations & Services re: directions for shipment/communication** for your board's acquired materials for Wildcat Welcome. The short answer is they'll arrange for the package center to accept and hold such a package. I hope to share those details with you shortly.

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- i. A follow-up **Box note** link to share - since Brad Zakarin asked me to share the official **departmental approach to virtual community development** for the remote instruction period, I've enclosed it again for easy reference. We're pulling together resources that should be helpful for college staffs and exec boards. He started a [box note](#) with suggestions and will continue adding to it.
- v. **RCB Wildcat Connection account** - I recently sent you all an email prompt to reply to my invitation to accept access to WildcatConnection account. Each residential college should have its own WC account. Ask your Assistant Chair about it - as they are listed as your advisor, and can help you update the exec board member information on it. If you have additional questions about that account, you may direct your questions to Joseph Lattal, Assistant Director, Campus Life, Student Affairs <[joseph.lattal@northwestern.edu](mailto:joseph.lattal@northwestern.edu)>.

### 3. Presidential Updates

- a. Sarah (Ayers CCI)
  - i. Discussed budget and Wildcat Welcome gear
  - ii. Planning to update the website
    - 1. Updated room descriptions and exec profiles
  - iii. Potential Zoom firesides or Q&As
  - iv. Brainstormed business Symposium theme and potential speakers
- b. Regan (CCS)
  - i. Discussed plans for wildcat welcome merch (sweatpants!)
  - ii. Planned for a weekly newsletter (virtual) with both forum minutes as well as exec recommendations for reading/TV/movies/podcasts/etc and a weekly profile of one of our faculty chairs/fellows
  - iii. VP reached out to fellows about virtual firesides
  - iv. Planning to buy more jackbox packs for virtual game night
- c. Caroline (CRC)
  - i. Continuing to update website and social media presence (made an IG bingo board!)
    - 1. Asked all members of exec to send in a picture and bio for the website
  - ii. Biweekly meetings starting on Sunday (a combined exec board meeting and an ACM)
  - iii. First Netflix Party coming soon

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1. Still brainstorming alternative “virtual munchies”
- d. Kendall (Chapin)
    - i. Working on updating website and social media presence
      1. Virtual event suggestion box
      2. Updated Fellows information
    - ii. VP following up w/ housing about making first floor of Chapin gender neutral
    - iii. Starting to compile a fall quarter budget
      1. Surveying non-residents about possible reimbursements
    - iv. Cinema club event on Friday!
  - e. Melanie (Hobart)
    - i. In the process of making all events virtual!
      1. Sending out when2meets for virtual fellows tea/lunches etc
      2. Eco rep still sends out weekly environmental tips/updates on positive environmental news
      3. New ideas for hosting firesides (pre-recording presentations etc)
    - ii. Working with new budgets--could potentially order sweatshirts instead of shirts this year
  - f. Maxime (ISRC)
    - i. Meeting tomorrow at 4pm
    - ii. Using leftover Winter budget to plan WW
      1. Details to be sorted out- shirts for now
    - iii. Working on website revamp
    - iv. Debit card deal
  - g. Nick (PARC)
    - i. Virtual activities to begin next week (sent out interest form earlier this week)
      1. Weekly game night and munchies combo
      2. Movie nights
      3. Setting up letter and pen pal letter writing
      4. Virtual firesides with fellows
    - ii. No points for Spring quarter and we will be communicating about logistics for room selection/how we will be vacating rooms (once we have the info)
    - iii. Designing WW shirts and mugs in progress
    - iv. Progress on updating our website and social media presence
  - h. Zach (Shepard)

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- i. Will our leftover budget still go to RCB at the end of the academic year?
    - 1. (Pending) If you have over 1.5x/waiting for feedback from the academic office
  - ii. Decided to do no points for spring, no problem with involvement
  - iii. Events getting up and running
    - 1. First full zoom munchies tonight
    - 2. Book club!
    - 3. At least one upcoming fireside, still figuring out fellows lunch
  - iv. Updating website/social medias
  - v. We are waiting until the end of spring or for fall elections to replace our academic co-chair/future RA (aka punting)
  - vi. Starting wildcat welcome logistics with current budget
    - 1. T-shirt design contest possibly
  - i. Dana (Slivka)
    - i. We've had a few test events at this point! Twitch streaming bedtime stories went well, asynchronous newsletter, bingo
    - ii. Voting on fall swag designs in progress
    - iii. Exec meeting immediately after this, so no exec-related updates for now
    - iv. We're attempting an informal house meeting immediately after exec
  - j. Maryarita (Willard)
    - i. We elected a new Social Chair! His name is Quinn Schwager ([quinnschwager2023@u.northwestern.edu](mailto:quinnschwager2023@u.northwestern.edu))
      - 1. Carina: Quinn has been added to the listserv
    - ii. Sent out when2meet to figure out when our Exec is meeting this quarter
      - 1. Much to discuss...
    - iii. We also had a bingo board!
4. Discussion
- a.

**End Time:**