

Date: 11/5/19

Location: Foster-Walker - RCB office

# RCB Executive Board Meeting

Start Time: 6:01

Members Absent: Yasmine

1. Review
  - a. Reading of the Minutes
2. Executive and Advisor Updates
  - a. Jakob (VP of Academic Affairs)
    - i. Waiting to hear from Panelists to finalize date
  - b. Maria (VP of Social Affairs)
    - i. Waiting on the COI from Veronica Velez... have the other two (sent to Nancy, let me know if you didn't get them!)
    - ii. Tickets left:
      1. Ayers: 13
      2. CCS: 1
      3. Chapin: 11
      4. CRC: 2
      5. ISRC: 6
      6. Slivka: 1
      7. Hobart: 3
      8. PARC: 4
      9. Shepard: 8
      10. Willard: 5
      11. Chaperones: 2
      12. Total Left Over: 56
    - iii. Final push for ticket sales!
    - iv. BUY YOUR TICKETS BEFORE I FIGHT YOU.
    - v. I'm going to write a logistics email to send out. I will send it to all of you first to look over and edit!
  - c. Sophia (VP of Philanthropic Affairs)
    - i. [Project Pumpkin](#) and [Zombie Scramble](#) went relatively well!
      1. Pictures are in the folders linked above
      2. FB posts? Yes!
      3. Website pictures good too
  - d. Danielle (VP of Public Relations)

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- i. First archiving deposit November 22nd
- e. Charlotte (VP of Financial Affairs)
  - i. How much is the venue again?
  - ii. Outstanding formal payments: half of venue, half of DJ, buses
- f. Yasmine and Jenna (VP of Inter College Relations)
  - i. Idea for a social: Chill board game night during reading week.
    - 1. Have it at willard, a large centralish space on campus
    - 2. We could ask the presidents to fill out a spreadsheet of any boardgames/activities that they might have to keep record
    - 3. We can then spend most of our budget (around 300) on food/catering for the event
      - a. Even new swag like pens or something
    - 4. Puzzles, games, adult coloring books + utensils, maybe a movie in the background
    - 5. Encourage residents to wear pajamas or study clothes
    - 6. Provide a silent area for studying
    - 7. Super out on a limb-- but get 1-2 of those meditation headbands from CAPS? Would definitely be a fun time
    - 8. Any other ideas?
    - 9. Date is hard to set right now because most RW events get announced about a week before so we can plan now and set a hard date closer to reading week
- g. Eleanor (President)
  - i. Elections room reservations:
    - 1. Meeting rooms in Norris reserved for the first 3 Saturdays of February (with the presidential election happening at the end of week 4 per the RCB Constitution)
    - 2. Lake Room (203) 2/1 and 2/8, Wildcat Room (101) 2/15
    - 3. In contact with a sales rep from Compass about catering, looking to stick as closely to the budget from the last two years as possible. I will keep y'all updated!
- h. Nancy (Advisor)
  - i. Schedule reminder: I'll be out of town and away from email 11/8-11/11; returning to the office Tues., 11/12. Also, thanks in advance for holding the 11/12 exec meeting at Willard, following our Fellows New Book event (4:30-6 pm).

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- ii. List of RA staff confirmed/participating in RCB Formal/sent via RCB exec listserv today.

3. Discussion

a. To do

- i. Order Wristbands
- ii. Send final push for presidents to sell more tickets
- iii. Create bus signage (note: Willard Elementary  $\neq$  Willard RC)
- iv. Draft logistics email

**End Time: 6:27**