

Date: 3/10/2020
Location: Plex Office

RCB Executive Board Meeting

Start Time: 6:03

Members Absent: Danielle

1. Review
 - a. Reading of the Minutes
2. Executive and Advisor Updates
 - a. Jakob (VP of Academic Affairs)
 - i. No updates
 - b. Maria (VP of Social Affairs)
 - i. So like... should we still have our event?
 1. Concerns about University policy regarding COVID-19
 - a. Recommendation to postpone events generally directed towards events with outside attendees
 - b. New Officer Conference is still scheduled to proceed as planned
 2. Event appears to be fairly popular and since no outside visitors should be expected, **recommendation is to proceed**
 3. Precautions
 - a. Tell students to remain cautious
 - b. Post general reminder about health risks
 - c. Move towards individually packaged/portioned food to avoid contamination
 - d. Print out list of precautionary steps
 - e. Tell people to wash their hands
 - c. Sophia (VP of Philanthropic Affairs)
 - i. Need help setting up for PhiloFriday 3/13 Swift 107 around 5:30pm
 1. Eleanor, Jenna
 - d. Danielle (VP of Public Relations)
 - i. Reminder- pretty please tell me if you weren't able to archive things last time so the next people know
 - ii. Transition meeting with Carina later tonight
 - e. Charlotte (VP of Financial Affairs)
 - i.
 - f. Jenna (VP of Inter College Relations)

Date: 3/10/2020

Location: Plex Office

- i.
 - g. Eleanor (President)
 - i. Photo contest update
 - ii. Prizes for New Officers Conference? (\$300 budget)
 - 1. In past years, prizes were generally gift cards, but SOFO doesn't like gift cards
 - 2. Gift cards generally require W9s to be filled out, which is not ideal
 - 3. Possible alternatives:
 - a. Physical prizes for RCs
 - b. 3 \$100 transfers to SOFO accounts
 - c. Stick with gift cards
 - 4. Leaning towards physical prizes
 - iii. Fullboard tomorrow
 - 1. New exec members may attend (Maya should attend given that she is currently on Fullboard)
 - h. Nancy (Advisor)
 - i. When I've completed the logistics summary for the residential college officer conference (April 7), I'll be following up with exec/board for support requests (based on availability).
 - ii. I'll be sending the newly elected RCB exec and presidents a reminder about the RCB retreat meeting (Sat., April 4) and conference (Tues., April 7).
 - iii. Charlotte - let's plan a meeting time post-RCB events for receipts/debit card reconciliation before next Thursday (March 19).
3. Discussion
- a.

End Time: 6:21