

Date: 05/13/20

Location: ZOOOOOOM

# RCB Executive Board Meeting

Start Time: 6:05pm (CST)

Members Absent: Zion, Shreya

1. Review
  - a. Reading of the Minutes
2. Executive and Advisor Updates
  - a. Albert (VP of Academic Affairs)
    - i. Created the ResTalks playlist under a separate gmail (email address and password to the account are in my folder in the RCB google drive, if there ever is a need to reference it).
    - ii. <https://www.youtube.com/playlist?list=PL-B7lbpMvU0aO5VtSag2e2ljr1xeTt5o>
    - iii. Hobart fellow contributed our first Spring 2020 ResTalks video!
    - iv. Was initially planning to release the ResTalks playlist link once I got 2 or 3 videos, but I'm wondering if I should just release it now.
  - b. Sophia and Zion (VPs of Social Affairs)
    - i. Formal Updates - [Price Breakdown](#) is same from last week - [RCB Formal Planning](#) Sheet with more detailed updates/info
      1. My initial thoughts are to pick between Chicago Children's Museum (CCM) & Dave & Busters (DB) due to their increased activity, space, and ease of communication with venue rep
        - a. Plan B: wait until July/August to do contract
        - b. Plan C: postpone fall formal to Feb/March and maybe do contract at late May/early June if possible - if not possibly then delaying the contract process
          - i. Think about a smaller guest count
      2. CCM: updated catering estimates will come at the end of the week. Rep's concern was possible postponement in fall to Feb/March
        - a. Photos of the space (will be added to price breakdown later today)
        - b. Entire space 3 floors, ~57K (according to Wikipedia)
      3. DB: unsure if Gold Coast location will move but I don't think that's too much of an issue

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- a. Photos of the space (will be added to price breakdown later today)
- b. Entire space 2 floors, about 50K square feet
- ii. Thank you to everyone who came to Trivia Night last week - it was fun & i think we ended up getting some donations for Relay for Life!
- c. Christy (VP of Philanthropic Affairs)
  - i. Trivia Night prizes
    1. We offered the option of donating the money for their prize to Penny Wars/Relay - is that possible? (@Sophia, can you say your suggestion?)
      - a. Sophia: What if I donated to the (Relay for Life) organization directly? Then wouldn't the money be a reimbursement to me?
      - b. Nathan: my recollection is no, as it creates weird tax liabilities for the university
    - ii. Penny Wars
      1. Going well! [Spreadsheet here](#)
      2. Ends EOD Saturday, will donate Sunday morning
      3. Have gotten quite a few donations since sending email the other day, so I'll probably tell presidents updated top 3 at Fullboard tomorrow?
    - iii. Relay for Life
      1. Sent another email to Philanthropy chairs with more details (Saturday, 12-5pm on [Facebook](#))
    - iv. Newsletter - still checking out a few more things to add, but will have finalized by the meeting tomorrow
      1. [Here's what I have currently](#)
        - a. If you have any suggestions or opportunities to include, let me know!
        - b. Letter writing? I saw a long twitter thread about a student sending letters via USPS
          - i. I was thinking about letters to elderly/frontline workers - is this about sending letters to other students? Do you have the twitter thread?
            1. Yep, letters to elderly/frontline workers - here's the [twitter link](#) thread (@HughWeber)

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a. Thank you!

d. Carina (VP of Public Relations)

i. Thank you guys so much for your help for the Website Competition

1. Not all the entries have been updated so I was thinking we could finalize the top 3 next week?

a. This will just be the top 3 point scorers, so it will be really quick.

2. Also, would we like to give specific awards ie. best design, best functionality, etc? Again this can be given to the highest scorers for each sub category? But they won't get prizes for these categories, just as a fun side note.

3. Rubric:

<https://docs.google.com/spreadsheets/u/1/d/1Vdt2hQN9cVY-YI0XbZoME4rdnKnSxiqMFoUQiokB42k/edit#gid=497480730>

a. The list of RC websites are on Sheet 2 of the Rubric

e. Nathan (VP of Financial Affairs)

i. RCB Listserv (Including Exec and Presidents)

**1. [RCB@listserv.it.northwestern.edu](mailto:RCB@listserv.it.northwestern.edu)**

f. Shreya (VP of Inter College Relations)

i.

g. Maya (President)

i. We have some vouchers missing from last quarter, so i'm trying to figure that out

h. Nancy (Advisor)

i. [Budget/Reconciliations for follow-up \(\\$75, Syllabus invoice; est.~ \\$150.00 to Jenna\); tbd](#)

ii. [Feedback from Risk Management rep/update on planning](#)

iii. [Friday, May 29 virtual event \(7-8:30 pm, CST\) is in process ORAI-One Book collaboration - more news coming](#)

3. Discussion

**End Time: 6:50pm (CST)**