

Date: 05/06/2020

Location: ZOOOOOOM

RCB Executive Board Meeting

Start Time: 6:10pm CST

Members Absent: Zion

1. Review
 - a. Reading of the Minutes
2. Executive and Advisor Updates
 - a. Albert (VP of Academic Affairs)
 - i. Had a Zoom Meeting with Academic Officers last Saturday (May 2nd)
 - ii. Can have the Academic Chairs update their fellows list, identify which fellows are responsible, make sure the fellows are still interested!
 - b. Sophia and Zion (VPs of Social Affairs)
 - i. Formal updates! ([venue breakdown](#) & [overall planning](#) docs)
 1. All the venues got back to me about lowering catering and/or venue costs
 2. Chicago History Museum: if we shorten formal to two hours, then we get a venue discount \$5200 instead of \$6K with an additional exhibit for free
 - a. Shortening it would be a good idea! Especially since people might be hesitant about spending too long in crowded spaces
 3. Chicago Cultural Center: got full estimate of the venue price (security, equipment, admin fee, etc)
 4. Dave & Buster's eliminated extra drink cost, 50% venue, extra \$5/person for unlimited video game play (non-ticketed games) - one concern is they may move to Water Tower in 2020 but I'm unsure if that will still happen with COVID - [D&B's Yelp Page](#)
 - a. Nancy: Floor Plan for the venue to get an idea of how much space we will have
 5. Chicago Children's Museum: no confirmed amount yet but working with rep to lower down catering costs! Will be able to give updates next week.
 6. Considerations from Nancy:
 - a. Budget for Fall 2020 may be a quarter of what we are used to given the Covid situation.

Date: 05/06/2020

Location: ZOOOOOOM

- b. Might be better to choose a venue that have more open spaces especially if we normalise social distancing
- ii. RCB Trivia Night test run (maybe during discussion?)
- c. Christy (VP of Philanthropic Affairs)
 - i. Copy Sophia: Trivia Night happening Friday! Could we do a test run?
 - ii. Compiling resource / service list for quarantine philanthropy newsletter - like to send out next week
 - 1. I think it'd be a cool idea to potentially do this monthly even when we're back on campus
- d. Carina (VP of Public Relations)
 - i. We have 9 submissions for the Website competition! PARC couldn't submit theirs unfortunately, but I think 9 is great! I'm not really sure how we should grade them? Any suggestions? **NLA suggestion: check RCB online record for how previous websites were ranked/evaluated; also, you could check in with Danielle Johnson)**
 - 1. Danielle divided up the sections to each exec member and told us to grade the sections by a certain deadline -Sophia
 - 2. Will send out a compiled google doc of everyone's assigned section!
 - ii. Created facebook event for Trivia Night
 - 1. <https://www.facebook.com/events/559049461659020/>
 - iii. Apologies for missing Fullboard last week on such a short notice! I made a mistake calculating the time difference to meet with a Professor, will make sure that doesn't happen again!
 - 1. No problem!
- e. Nathan (VP of Financial Affairs)
 - i. No updates
- f. Shreya (VP of Inter College Relations)
 - i. Made the facebook page
 - 1. Please invite ur friends!!!
 - 2. Love the event title!
 - ii. Setting what exactly field day will be
 - iii. Bumping presidents on hype videos
 - 1. Judging of the hype videos next week
 - iv. Promotional materials
- g. Maya (President)

Date: 05/06/2020

Location: ZOOOOOOM

- i. Collecting birthdays @fullboard
 - 1. Nancy (11/16);
 - 2. Christy Parzyszek (2/1)
 - 3. Albert Ko (8/7)
 - 4. Sophia Liu (10/19)
 - 5. Carina Liu (05/08)
 - ii. SOFO note
 - h. Nancy (Advisor)
 - i. When Sophia shared a formal update, I shared the request I've been directed to review financials for RCB formal, so we may help determine a modest, reasonable ticket price/person (with low out-of-pocket cost). Offered my assistance to Sophia with venue/catering com to reps.
 - ii. REviewing draft memo from Maya - documenting treasurer transition (outgoing/incoming) for SOFO.
3. Discussion

End Time: 7:00pm (Central)