

DRAC Meeting
April 14, 2021
Zoom

Attendance:

Travis Cram
Erin Emry
Sean Lawrence
Rebecca McLean
Mary Piekarczyk
Evan Shuster
Darren McCroom
Patrick Roulet
Erica Steele
Quin Wilder
Allison Mazurek
Megan McGinnis
Amy Lazzell
Kevin Harris
Jeanne Gaffney
Christa Schulz
Jack Herring
Keenan Kaeming
Heather Dalberg
Shona Carter
Vanessa Blackburn

Minutes Approval:

Darren McCroom votes to approve the minutes April 7, 2021 – Patrick Roulet seconds the minutes.
All approved.

Announcements from S&A:

No important information from S&A. Large reserve from Campus Recreation. They wanted to get 7% of whatever the revenues are. Rebecca wants us to maintain our 16.6% of the budget. That gets difficult if other constituents increase their ask.

Earmark request presentation and approval:

Student Publications

Megan McGinnis from Publication is asking to earmark our computer replacement fund. 5 publications. They replace ¼ of the computers each year so that no computers get older than 4 years old. They are not making any purchases this year due to COVID because they are not allowed to make the purchases right now, and because they want them to be the most up-to-date computer and not sit on a loading dock getting obsolete. Planet is asking for earmarked funds from the print budget. Want to make sure

they get caught up on their small and attractive other budget line: recording and camera equipment they might need.

Jeopardy and Occam's Razor have no budget line to earmark for equipment. Total is \$27,700.

Evan Shuster moves to approve the earmark budget for publication and Quin Wilder second.

Vote:

All vote to approve except for one abstain by Vanessa Blackburn (Student Publications Chair).

Music has no earmarks right now but still waiting to hear back from the Attorney General on the storage cabinets.

Theatre and Dance doesn't believe they have any earmarks this year.

Review and approval of final S&A budget:

Summer looks like a jump but it really isn't. We are asking less than what we do for a normal year. Just more than what we asked for last year because of COVID-19, it was an abnormal year where Theatre didn't request funding.

We are asking less than what we have in a pre-pandemic year, except for Music, although only asking for a few thousand dollars more. The percentage looks like a bigger increase but the money is an actual small number.

After DRAC created the reserve, one of the things Rebecca was doing for several years was giving each constituent 10% of their S&A revenue as a carry-forward that wasn't factored into your budget plan but a cushion to have on hand in case something unexpected came up or in case you didn't get everything you asked for if revenues was less than expected. We haven't done that the last two years because there was a lot of unexpected earmark requests a few years ago and we thought we were going to pay down a lot of our reserves and we wanted to have a \$100,000 reserve as a cushion. Some of the projected expenses weren't as high as we expected, or we had excess revenues we didn't expect. Our reserves are healthy right now. Because of our expected return to normal operation next year, and we are not sure that the funds we receive will meet all of our expenses: wages have gone up and the S&A fee has not gone up. Rebecca would like to propose that she gives every constituent a 10% carry-forward from the reserves to act as a cushion for any unexpected needs that arise in the upcoming year. Rebecca will not put it in until the beginning of the fiscal year, Rebecca will transfer over 10% of S&A revenues as a carry-forward balance to offset any unexpected expenses. Rebecca would like to move funds from Equipment Reserves in FY22 as carryforward, which comes to approximately \$112,000. Even doing that we still have a projected reserve of \$130,000. If not needed at the end of the year Rebecca will sweep any carryforward back into the reserves. This is an option we may consider moving forward year by year. The \$130,000 is unearmarked.

There are 3 reserves: equipment reserves (largest reserve), general support reserve keeping at \$25,000, and earmarked reserves. The \$130,000 is all 3 of the reserves.

\$8,299 – earmarked projected

\$97,266 – equipment reserve

\$25,000 – general support reserve.

Approve the 10% carry-forward budget for this upcoming academic year.

Move to approve Rebecca's plan to start each program with a 10% carry-forward leaving us with a balance of \$8,299 – earmarked projected, \$97,266 – equipment reserve, \$25,000 – general support reserve. Evan Shuster moved to approve and Darren McCroom second.

No discussion:

All approved

Move to approve overall budget for the academic year relative to what we received last year we are asking for an \$82,000 increase. For summer we are asking for an increase but it is \$67,000 compared to historic of a \$100,000.

No discussion:

Kevin Harris motions to approve. Vanessa Blackburn second.

No discussion.

All approve.

Rebecca needs minutes approved before she can do the earmark transfers of what we just voted on.

Not urgent. We can do minutes approval via email but everybody has to vote.

No meeting next week.

Meeting adjourned: 9:39