Minutes for 3-3-2011

I. Opening Prayer-Dan Kim, prayer from Howard Thurman

II. New business
   a. Tabled motion from 2-21-2011
      i. Soren Hessler
         1. There are approx. 80-90 graduates according to Megan Hornbeak
         2. Approx. 40 faculty
         3. Assuming 60% turnout roughly 50 graduates
            a. 50 graduates
            b. 25 partners/spouses
            c. 20 faculty
            d. So approximately 100 total
         4. Assuming additional 50 other people come
            a. Budget would be between 5-6 thousand budget
            b. According to Soren, budget of between 5-7 thousand would be appropriate
         5. Money clarification-Ko
            a. After community lunch expenses
            b. Doctoral student association
            c. And extra fees,
            d. We will have approximately 15,000 left over
         6. Celebration itself (see catering guide)
            a. Serving staff, approximately $500 (200 people)
            b. Table linens, approx. 300
            c. Dinnerware, approx. 800
            d. BUPD 250
            e. Facilities 800
            f. Food options
               i. Buffet dinners
                  1. Hot buffet 1, 28 per person
                  2. Hot buffet 2, 27 per person
                  3. Hot Buffet 3, 30 per person
               ii. Plated dinners (linens and wait-staff included in costs)
                  1. Chicken entrée 23
                  2. Chicken 2 for 21.50
                  3. Salmon for 24
                  4. Cod 28
                  5. Tenderloin 29
                  6. Beef 31.50
                  7. Pork 27.50
                  8. Lamb 34
                  9. Veggie 22 and 24.5
               g. Beverages
i. See brochure

7. Budget thoughts

8. Motion:
   a. Jen motions for a budget of 7000 for the event
   b. Furthermore, that Soren and an ad-hoc committee will determine the specifics of the menu.
   c. Seconded by Nathan
   d. No further discussion
   e. Unanimous passage

9. Motion:
   a. Jen: STHSA will cover the cost of the graduating students, the faculty, and staff
   b. Furthermore, other students and other guests will be charged a rate of 15 dollars per person
   c. Furthermore, there will also be a provision for a children’s meal
   d. Furthermore, those with a financial hardship are encouraged to contact the STHSA for monetary assistance.
   e. Second by Soren
   f. No further discussion
   g. Passed unanimously

10. Discussion:
    a. Alcohol
       i. Cash Bar?
       ii. No Bar?
       iii. Champagne toast?
       iv. Wine Pairing with dinner?
    b. Motion:
       i. Andrew: Soren to find out the costs for a champagne toast and to make the decision there hence
       ii. Second: Nathan
       iii. Discussion
          1. Jen, need to be a corporate decision
          2. Nory, concern about those with an issue with alcohol
          3. Soren, question of “putting alcohol in someone’s hand”
          4. Jen, possible to carry both sparkling juice or champagne and to give an option
       iv. Motion amended:
          1. Jen: there will be a champagne/sparkling juice toast
2. Motion passes with two abstains

c. Dance floor/DJ?
   i. Motion:
      1. Soren: use additional budget dollars to rent karaoke rooms for the after party of the graduation celebration
      2. Second: Nathan
      3. Discussion: none
      4. Unanimously passed