



2018-2019 Executive Board Meeting

Topic: Executive Board Meeting 18-10
Date & Time: Thursday, September 20, 2018
11:30 a.m.
Place: MSU Boardroom, MUSC 201

Items:

1)	Adopt Agenda	
2)	Adopt Minutes – no minutes	
3)	MAC Farmstand Report	Shailee Siddhpuria
4)	Macademics Report	Angel Huang
5)	MACycle Report	David Zaslavsky
6)	Organizational Updates	McGowan
7)	Committee of the Whole - Services	Epifano
8)	Closed Session	Epifano
9)		
10)		
11)		

Objectives

1)	Adopt Agenda
2)	Adopt Minutes
3)	Report
4)	Report
5)	Report
6)	Discussion
7)	Approval/Discussion
8)	Approval
9)	
10)	
11)	
12)	Provide Information & Answer Questions
13)	Unfinished/Other Business
14)	Time of Next Meeting and Motion to Adjourn

Motions

7. **Moved** by Epifano, **seconded** by ____ that the Executive Board move into Committee of the Whole to discuss the Services that presented the meeting before. (Diversity Services, EFRT, Food Collective Centre, Shinerama)

Executive Board Meeting 18-10
Thursday, September 20, 2018 @ 11:30am
MSU Boardroom, MUSC room 201

Called to Order 11:36am

Present Bertolo, Epifano, Farah, Florean, Hackett, MacLean, Robinson, Roshan, Warwani

Late

Absent

Others Present J. McGowan (General Manager), V. Scott (Recording Secretary), M. Wooder (MCD), David Zaslavsky (MACycle Director), Angel Huang (Macademics Coordinator)

1. Adopt Agenda

Moved by Hackett, **seconded** by MacLean to adopt the agenda, as presented.

Passes Unanimously

2. MACycle Report – David Zaslavsky presented

- Zaslavsky summarized the report.

Questions

- Robinson asked if the number of bikes that they had to sell were comparable to last year. Zaslavsky responded that it wasn't, that last year there were 250 bikes to be sold and this year there were under 150.
- McGowan congratulated Zaslavsky for getting people out to a tough location. He asked if the team got questions about SoBi or the bike repair stations. Zaslavsky responded that they do receive questions about SoBi, but they don't repair them. Zaslavsky added that they fixed the green repair stand but it was vandalized again. They explained that it would be \$4,000 to take it out and put in a new station.
- Wooder asked if anything came through from the grant proposal. Zaslavsky responded that they didn't receive it.
- Robinson asked what they could attribute the increase of traffic. Zaslavsky responded that from what they understood it's always busy at this time of year. They stated that the last two weeks have been people from the auction, and that they weren't sure who came in this time last year as people weren't tracking it. Zaslavsky added that grad students were coming in hordes.
- Warwani asked if moving to a new space would help accommodate everyone. Zaslavsky responded that their new space would be closer and better, but not sure of how they would be able to utilize the space.

3. Macademics Report – Angel Huang presented

- Huang summarized the report.

Questions

- Bertolo asked Huang to look into seeing what platforms faculties are using for their course wikis and putting together evaluations from theirs and putting it on the MSU website. Huang responded that they saw Health Science's and it was very nice.
- Robinson asked if the textbook Facebook group has been a large admin task for time and hours. Huang responded that they wouldn't quantify it as being large, and that it took around two hours in the week in total. Epifano added that they will be meeting tomorrow with Campus Store to see whose role it was to do what.
- Bertolo stated that if Huang was feeling overburdened with advocacy to feel free to reach out to Warwani or them.

4. Mac Farmstand – report attached

- Epifano went over the report.

Questions

- Robinson asked for the PTM to send a more detailed budget update.
- Florean asked if Farmstand managed to the videos they promised over the summer. Wooder stated that they would have to check in with the Comms Officer.

5. Organizational Updates

- McGowan went through the numbers circulated. He went over the process for budgeting and audits.
- The Board discussed the updates.

Roshan left at 12:22pm**6. Committee of the Whole – Services**

Moved by Epifano, **seconded** by Warwani that the Executive Board move into Committee of the Whole to discuss the Services that presented.

Passes Unanimously

Moved by Epifano, **seconded** by Robinson that the Executive Board move out of Committee of the Whole and to Rise and Report.

Passes Unanimously

Rise and Report

- Epifano summarized what the Board discussed and will be giving feedback to the Services.

Diversity Services

- Epifano reported that the Board discussed the future of the Bridges Coordinator and operations of Bridges Event space. The Board would like to know about AOP training facilitation for future years.

EFRT

- Epifano reported that the Board would like to know more about the walkie-talkie situation. The Board would like to know more about the live feedback for CPR compressions for training. They would also like to know how the hiring process was going.

FCC

- Epifano reported that the Board would like to know how the first round of good food boxes went. They discussed that the promotions of the space in Bridges seems to be improved.

Shinerama

- Epifano reported that the Board discussed collecting feedback from reps to see how beneficial the rep team was. The Board would like to know what the final numbers were for Shinerama.

7. Closed Session

Moved by Epifano, **seconded** by Florean that the Executive Board move into Closed Session.

Passes Unanimously

8. Return to Open Session

Information and Questions

- Bertolo announced that OUSA General Assembly applications were now open. They reported that the first Academic Affairs Council meeting was held and was fun.
- Florean reported that the DCS clubs fest went well.
- Robinson reported that Homecoming happened last weekend. Robinson stated that it was the first time they tried having a street festival. They stated that a lot of people went through the space and had a good time, but there was an issue with long-term attendance. Robinson stated that it was a good idea with improvements to be made in the future. They announced that new events are coming to TwelvEighty. Karaoke on Tuesdays, and a trivia night coming on Thursdays.
- Wooder reported that Comms training has been completed with Diversity Services and others, and that they're almost completed except for SCSN. Wooder announced that the SAB ground breaking was last Friday, and if anyone wanted to know more about the project to go and read the President's page.

9. Adjournment and Time of Next Meeting**Time of Next Meeting:**

**Thursday, September 27, 2018
11:30am
MSU Boardroom, MUSC 201**

Moved by Warwani, **seconded** by Robinson that the Executive Board meeting be adjourned.

Passes by General Consent

Adjourned at 1:15pm

/vs



REPORT

From the office of the...

MACycle Coordinator

TO: Members of the Executive Board
FROM: David Zaslavsky
SUBJECT: MACycle Report 5
DATE: September 18, 2018

UPDATE

Ran the bike auction, pretty good success.

Have 10 volunteers signed up for training this week, a 900% increase (yep seriously ayy).

Service usage is really heavy these last two weeks, good stuff.

SERVICE USAGE

Service usage in the school year has increased significantly. We are constantly running at full capacity at all times, spilling out the door regularly. It has been rather difficult between the mechanic and myself during the hours that we are open. We are training volunteers this Wednesday, September 19th, and plan on opening up a third day (if possible) to serve more people.

Compared

PAST EVENTS, PROJECTS & ACTIVITIES

MACycle made an appearance at Clubsfest this year (just like last year). In terms of engagement it was our biggest success in getting volunteers, just by having a laptop open and our sign up Google form on there. In future years this should be done regularly (as it wasn't done last year, nor ever before, to my knowledge).

Auction was a pretty good success. Quick key points I'd like to mention:

- I had asked for Maroons to be at the shop at 9:00 to help load bikes onto Facility Service trucks: they (Facilities) instructed me that they needed assistance loading them. One Maroon showed up on time. Facilities just did all of the work themselves. Not cool guys. For next year, schedule them an hour earlier because that's really rude. I had asked to schedule them and let them know about it in July, two weeks before, a week before, and every day before.
- This year we had AVTek set up for the auction. Definitely an improvement, useful help.
- Several Maroons volunteers that were scheduled later and did show up for the auction were helpful, actually. I think it is on a person-by-person basis - if people show up and are excited then that's good. Also, a

success was that my exec team showed up and we had a good system of buying - moving to pay - logging contact info - quick tuneups.

- Total profit from the auction was \$4,000.00, slightly lower than last year, but we had fewer bikes to sell than last year, so I guess that's an improvement.
- There was difficulty in getting promotion out. Although we as a service did our best, the MSU social media did not share our materials until three days before the auction (with plenty of notice); likewise, none of our posters were made or put up ahead of time.
- **For next year**, we should have merchandise by the table to sell, like locks, helmets, saddles, seatposts. This would require more volunteers (we couldn't do it this year) but it could be helpful and alleviate the amount of people using the service the next day/week.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

We will be hosting volunteer training this week. See below for a full, detailed outline of what we'll be covering for volunteer training.

We are in the process of getting approval from Security Services to host a bike safety campaign (as put out in the yearplan) - waiting on a response email. The reason we need the go-ahead is because we would like to advertise/put things up on bike racks, which they have the authority to say yes to.

BUDGET

MACYCLE				
<i>EXPENDITURE</i>				
<i>ACCOUNT CODE</i>	<i>ITEM</i>	<i>BUDGET / COST</i>	<i>PO SUBMITTED (DATE)</i>	<i>PO APPROVED</i>
6494-0108	MCYC - VOLUNTEER RECOGNITION	\$500.00		
	TOTAL SPENT IN LINE	\$0.00		
	REMAINING IN LINE	\$500.00		
6501-0108	MCYC - ADV. & PROMO.	\$1,800.00		
	avtek speakers	\$23.75		
	TOTAL SPENT IN LINE	\$23.75		
	REMAINING IN LINE	\$1,776.25		
6603-0108	MCYC - SPECIAL PROJECTS	\$1,000.00		
	TOTAL SPENT IN LINE	\$0.00		
	REMAINING IN LINE	\$1,000.00		
6604-0108	MCYC - PARTS	\$5,000.00		
	Pre-Open Restock	\$927.98	09-Mar-18	#5841
	First Restock (PO 2)	\$312.97	04-May	
	PO 3	\$485.50	07-Jun	
	PO 4	\$897.22	06-Sep	
	TOTAL SPENT IN LINE	\$2,623.67		
	REMAINING IN LINE	\$2,376.33		

TOTALS	
AMOUNT BUDGETED	\$8,300.00
HOW MUCH YOU SPENT	\$2,647.42
WHAT YOU HAVE LEFT	\$5,652.58

SALES

Excel Online MCYC - JUNE 2018 STMT Print Data F

	A	B	C	D	E	F	G	H
10	3801-0108 MCYC - OTHER REVENUE					(151.00)		#DIV/0!
11	5101-0108 MCYC - TELEPHONE		56.60	28.30	56.60	339.60	230.00	12.30%
12	6494-0108 MCYC - VOLUNTEER RECOGNITION		(172.08)		(172.08)	(172.08)	500.00	0.00%
13	6501-0108 MCYC - ADV. & PROMO.				49.99	745.44	1,800.00	0.00%
14	6603-0108 MCYC - SPECIAL PROJECTS	55.00		55.00	253.36	1,225.64	1,000.00	5.50%
15	6604-0108 MCYC - PARTS		7,533.07		7,533.07	15,590.86	5,000.00	0.00%
16	7001-0108 MCYC - WAGES	2,277.87	866.37	3,045.06	1,012.37	6,790.99	12,000.00	25.38%
17	7101-0108 MCYC - BENEFITS	186.62	58.56	261.16	66.87	566.80	1,080.00	24.18%
18	8001-0108 MCYC - DEPRECIATION EXPENSE					246.08	250.00	0.00%
19	8501-0108 MCYC - HST/GST EXPENSE		197.92		197.92	1,334.00		#DIV/0!
20								
21	Total All	999.12	7,363.45	1,186.86	7,560.06	12,197.47	7,860.00	15.10%
22								
23								16.67%

Does not include the auction (approx. \$4000 of sales)

VOLUNTEERS

Volunteer training will be happening Wednesday Sept. 19. Included is an outline of what we'll be going over for training:

MACycle Volunteer Training Outline

FIRST TRAINING SESSION: approx. 2 hours

1) Introduction to Macycle (5 minutes)

We're a co-op service aimed at teaching students/community members to repair their own bikes with the goal of them being able to conduct repairs independently if needed

2) Introduce proper chain cleaning technique (10 minutes)

(degreaser, chain cleaning tool, proper used degreaser disposal, chain lubricant location, chain lubricant application)

3) Teach new-coming volunteers how to replace tubes (most common fix) (approx. 30 minutes)

-Use of tire levers, patch kits for repair-able tubes, and "Koolstop" tools for difficult tires

-Proper inflation of either Schrader or Presta valves

-Proper pressure measurement using pump gauges and recommendations on sidewall of tires

4) Teach volunteers how to re-cable bicycles (approx. 30 minutes)

(both inner cables (Road and hybrid) as well as outer cable housings) for bikes with exposed routing (internal routing is more advanced, may require second training).

5) Brake Adjustments (45 minutes)

- All brakes – Tension and correct brake cable end (drum vs road)
- Caliper brakes (third hand tool, spring tension tool, adjustment bolt if applicable)
- V-brakes – cleaning posts, ensuring springs are set and teaching volunteers how to adjust left/right sway
- Cantilever brakes – positioning of “yoke” for maximum braking – may be too advanced

SECOND TRAINING SESSION: approx. 1.5 hours

6) Truing wheels

- Basic familiarity with principles of truing wheels (bolt/nut system, fixed hub with rims that bend to align to hub)

7) Indexing gears properly

- Telling volunteers to start at “L” (low) at front derailleur when beginning tension
- Sharing knowledge on indexing screw locations (handlebar grips, derailleurs) as well as how much to turn indexing screws for different scenarios

Addendum - Future Training may include

Axle spacing – Very advanced / Cone nut tightening – Advanced / Chain Installation – Intermediate

CURRENT CHALLENGES

Really just operating at full capacity every day is tiring; hopefully with volunteers it gets better. Would consider moving hiring and training up for next year.

SUCSESSES

Clubsfest was good.

We hopefully will have many more volunteers this year.

The auction made good money.

Security Services is pretty friendly.

OTHER

The new executive role positions are good so far? Hard to give feedback since it was literally a mess previously, and there was very little sharing of responsibility, but it is good as of right now I guess.



REPORT

From the office of the...

Macademics Coordinator

TO: Members of the Executive Board
FROM: Angel Huang
SUBJECT: Macademics Report 3
DATE: September 18th, 2018

YEARPLAN UPDATE

The past month and a half have been very busy for Macademics, in all great ways. We are right on track with my PTM year plan and I am confident going into the school year. Since August, my team and I have been able to consolidate our final calendar plan for the year and plan out our budget and foreseeable expenses. In summary of the recent weeks, my team and I have:

- facilitated an academic success workshop at Horizons
- found success in introducing our service to a wide audience at Clubsfest
- conducted a meeting with MacPherson Institute with Stephanie about upcoming projects and collaboration
- met with Pauline regarding Course Wiki plans for the year
- met with Spark to plan a joint event in October
- closed subcommittee volunteer applications
- had our first full Exec Team meeting and exec training
- published our first blog of the year about study tips and finding strategies that work for different people
- launched new weekly promo campaign (#MacademicsMonday)

As a service, we are very optimistic and excited for the upcoming months as they will bring several collaborative events, TAC nominations season, course eval promotions, more blogs, and of course, our volunteer team. As enthusiastic as I am about all the upcoming initiatives for our service, I am wary of the amount of new ideas and projects coming up and the increasing workload on both my exec team and myself. I am not currently concerned at the start of the school year is surely a busy time for everyone, but I do anticipate that this year will be more packed for Macademics than in either of its previous years.

I hope this report will give you an adequate glimpse into the on-goings of Macademics. Overall, I'm happy about where my service is at right now and I'm looking forward to taking more meetings with MSU and university partners to

further actualize and present the ideas that have come about. Please let me know if you find any concerns or reservations with my report!

SERVICE USAGE

Our Facebook page, @MSU.McMaster, has grown to **960** likes and **965** followers from the previous 910 likes and 915 followers. On Twitter, which we have not used very frequently, the Macademics page, @MSU_McMaster, has remained around **175** followers and the Teaching Awards Ceremony page has grown to around **515** followers from 510. As Facebook is our primary avenue of communication and engagement, I plan to focus most of our outreach on our Facebook page and aim to grow the page to **2000** likes this year through planning various campaigns and contests with my promotions executive.

As well, now that the Facebook group, “McMaster Used Textbook Sales [All Years],” is being moderated by Macademics in partnership with the Campus Store, it will be useful to use this resource to promote Macademics’ campaigns and initiatives too. We most recently used it to advertise our volunteer applications through the use of the banner photo. From the last time I reported, I have approved over **2200** member requests, bringing the page to over **30,883** members. I will be meeting with the director of the Campus Store with Wooder and Kristina to discuss the direction of the admin partnership for the Facebook group within the week, so I will be able to provide updates on that in my next EB report.

PAST EVENTS, PROJECTS & ACTIVITIES

Macademics’ recent activity can be summarized here:

Academic Success Workshop at Horizons

The workshop was led by two members of my exec team, Danny and Sakshi, and was successful overall. We were able to share the resources that Macademics offers and provide an interactive workshop with activities and group discussion.

Clubsfest

We had a successful run in Clubsfest this year and introduced our service to many individuals who had never heard of the service before. We even had several graduate students reach out after the event and ask how they could get involved.

MacPherson Institute Collaborative Project

Stephanie accompanied me to a meeting with Dr. Michael Agnew at MacPherson Institute during which we discussed two upcoming collaborative projects: a newsletter and a Student Partners project to create a new guidebook for undergraduate students.

Course Wiki Updates

After meeting with Pauline, my Course Wiki exec, Raisa, and I have a lot to consider for the resource. We have taken a realistic approach and are creating a 3-year plan for the Course Wiki. It has been problematic in

past years because Macademics has never completed nor “launched” the resource but still hosted events to promote it when it has barely been operational. Further updates to come, but the main goal is to make it ready for course selection in 2019!

Subcommittee Volunteer Applications

We’ve just closed our volunteer applications and will hire and train our team next week.

Publication of First Blog: New Year, New You

<https://www.buzzfeed.com/macademics/new-year-new-you-6-study-hacks-for-a-successful-2mgjk>

Our first monthly blog post is published on BuzzFeed Community and we will be promoting it with an infographic on Facebook and Twitter in the coming days. We are striving to make our articles articulate and digestible for quick and meaningful reads this year.

Exec Team Training

Training went well; everyone on the team is lovely! We took exec team photos and are posting “Meet the Team” bios on Facebook throughout this and next week.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Volunteer Hiring

Next on the horizon is our volunteer hiring, as our applications just closed yesterday. We are looking for about 20 volunteers in total for our four subcommittees: Promotions, TAC, Course Wiki, and Research and Resources.

Documentary Screening with Conor DeVries: The Right to Learn

I plan to meet with the coordinators of SHEC and Spark as well as Dr. Beth Marquis from MacPherson Institute to discuss some ideas for collaborative events or projects for the year.

Spark Event

Spark and Macademics are partnering to host a study session event in October.

Other News

We will continue to make plans for video promo for course eval season as well as the Teaching Awards ceremony. We have lots of cool things to think about for the rest of the month!

BUDGET

We have been budgeting and planning alongside our calendar plan, making note of the costs of our promotional campaigns, events (predominantly Teaching Awards Ceremony), academic resources (printing updated Resource Hub guides), volunteer appreciation initiatives (t-shirts and events), and so on.

Though we haven't done much spending yet, I anticipate that we will be using up our entire budget this year with ease.

<i>ACCOUNT CODE</i>	<i>ITEM</i>	<i>BUDGET / COST</i>
6603-0312		
TCHA - ACADEMIC RESOURCES	Standing order for MSU Underground	
	TOTAL SPENT IN LINE	400-
	REMAINING IN LINE	1300
6102-0312		
TCHA - ANNUAL CAMPAIGNS		
	Standing order for MSU Underground	275-
		1225
6494-0312		
TCHA - VOLUNTEER RECOGNITION	Dinner for exec team	
	TOTAL SPENT IN LINE	39.35-
	REMAINING IN LINE	460.64
	TOTAL SPENT IN LINE	-
	REMAINING IN LINE	
TOTALS		
TOTAL BUDGETED DISCRETIONARY SPENDING		-7550
TOTAL ACTUAL DISCRETIONARY SPENDING		-734.35
REMAINING DISCRETIONARY SPENDING		-6815.65

VOLUNTEERS

Our volunteer applications were open for 2 weeks, from Sept. 3 - 17 and we received 37 applications in total. We used a Google Form link under MSU job postings for our applications and usually promoted the opening through the MSU website link, but posted the direct Google Form on the last weekend to do a final push more directly. We had one Google Form for all of our 4 subcommittees but separated the subcommittee questions within the form. We expect to hire around 20 volunteers in total and will be conducting a mandatory volunteer training on Sept. 28, 2018.

CURRENT CHALLENGES

The main challenge that I have been facing so far has to do with an influx of meetings and dealing with what seems like a lot of starting things up. I felt a little overwhelmed by the number of things that I had to almost start up myself with little to no context from the service's previous experience. I am certainly happy and pleased to be taking on more with Macademics and grounding its

identity as a service in the MSU landscape, but I think that I may need more help later on in the year.

SUCSESSES

Thus far, I feel successful about a few things:

i) Our promo plans for the year are looking great! The promo schedule is very full and hopefully this will reflect in increased engagement numbers.

ii) MacPherson Institute has been very positively responsive to our ideas about collaborating. I am optimistic that this partnership will be able to grow stronger in the future.

iii) We had a great response to our volunteer applications and it looks like it'll be a great year for our whole service squad.

OTHER

I would like to encourage other services or MSU representatives to continue reaching out to Macademics when they share similar goals or ideas. It's been really great to see so many collaborative opportunities open up and I would love for that trend to keep going strong.



REPORT

From the office of the...

Mac Farmstand Director

TO: Members of the Executive Board
FROM: Shailee Siddhpuria
SUBJECT: Mac Farmstand Report #4
DATE: Thursday September 20, 2018

YEARPLAN UPDATE

Farmstand has been very busy preparing for the school year with planning for Welcome Week promotions, Horizons, and our annual Local Food Fest. We have had tremendous exposure to first year students in the past a few weeks with Clubsfest, and have been heavily promoting that we accept Student Card as a method of payment. We are currently busy planning our 4th annual Local Food Fest, which includes ensuring enough samples, tables, and confirming attendance of our local partners. Our service location has also changed from being indoors to outside in the MUSC/Mills Plaza.

SERVICE USAGE

Each week, our sales have continued to range between \$700-900. The past 2 weeks, we have seen our sales on the higher end of that scale, as regular student customers have returned to campus with school starting. In fact, last week, most of our produce was sold out by the end of Thursday. We also had many signups during Clubsfest (~50 people), from which we are hoping to gain at least 10 volunteers for the remaining season.

Overall, the service has seen great recognition from the McMaster community, with our Facebook likes at 1347 as of today.

PAST EVENTS, PROJECTS & ACTIVITIES

Horizons

Since the last EB Report, Farmstand set up a booth for Horizon's Successfest as well as running a session in the evening with Mac Bread Bin. We purchased local berries and peaches from Lindley's farm, while Mac Bread Bin purchased the other materials to make a smoothie. Overall, the event was very successful as we had over 70 students create their own smoothies and learn about the services available on campus.

Welcome Week

During WW, we did a great deal of promotion at the stand. We were part of the Scavenger hunt which was held by the Student Success Centre, where we

had many first year students coming by to take pictures with our stand or employees. We handed out numerous cards with our hours/location to students and encouraged many faculty/resident reps to bring their groups!

ClubsFest

The Clubsfest provided great exposure to students. We were located inside the MUSC atrium with our operation stand and the information booth right next to each other. This once again was great exposure, as we were not only able to market ourselves as a MSU service (which a lot of people did not know) but also talk about our values with a lot of students. We have over 50 individuals sign up to be volunteers.

New CSR Hiring/Training

As of August 16, we have trained and hired a new CSR to work at Mac Farmstand as we had a previous employee graduate. With this mind, our new CSR has received both in-classroom and on-stand training. We are very excited to have Dina work with us!

Weekly Sales Events

We will be continuing to host weekly sales at our stand to encourage more traffic.

BUDGET

<i>ACCOUNT CODE</i>	<i>ITEM</i>	<i>BUDGET / COST</i>
6501-0315	Pull-up Banner for Stand Promotions	
	TOTAL SPENT IN LINE	Still to be invoiced.
	REMAINING IN LINE	1200.43
6501-0315	Local Food Fest Promo (posters, web, etc.)	
	TOTAL SPENT IN LINE	Still to be invoiced.
	REMAINING IN LINE	1000.43
6501-0315	Local Food Fest Gift Basket budget	
	TOTAL SPENT IN LINE	Still to be invoiced.
	REMAINING IN LINE	901.43
6102-0315	Horizons Event	-178
	TOTAL SPENT IN LINE	59.93
	REMAINING IN LINE	1762.07
TOTALS		
TOTAL BUDGETED DISCRETIONARY SPENDING		178+
TOTAL ACTUAL DISCRETIONARY SPENDING		
REMAINING DISCRETIONARY SPENDING		

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Local Food Fest

With our local food fest coming up on Sept. 26, 2018 from 12pm to 3pm, we are currently nearing the end of planning. So far, we have gotten confirmation from 3 partners to set up a booth in our event and are hoping for more by next week! We are busy planning activities and obtaining materials for the samples. We are also recruiting for musicians to come play at the event. We will be starting promotions for the event this Wednesday, including featuring another gift basket offering Farmstand and other local goods!

Partnering with Rez Life

We will be planning a few events with Rez Life for first year students who are living on Campus. We are specifically focused on planning a movie night for McKay Hall, which is known for its healthy, active living mission statement. We are holding off on further planning with such events as Local Food Fest is our current priorities.

VOLUNTEERS

Due to the success of Clubsfest, we have officially trained 6 volunteers as of last week, many of whom have started volunteering at the stand. We are holding an additional volunteer orientation this week, which will ensure that we have even more students helping at the stand! We are very grateful for the time and support of these volunteers so far, as well as the relentless advocacy from my Volunteer and Community Outreach coordinator.

CURRENT CHALLENGES

A significant challenge we have faced this year is the decrease in participation of the Local Food Discount Card. When we approached many of our current partners, they informed us that due to the lack of increase in sales from our discount cards within its first two years of operation, they did not feel it would be worthwhile to participate again. This was very disappointing to us and has extended the process of developing another LFDC considerably. I hope that we are able to obtain new partners, otherwise, we may not be able to continue the card this year.

SUCCESSSES

The stand has seen great success since the school year started. I am very grateful for all of the volunteers, CSRs, and my executives for all of the advocacy work they do to promote the mission of Farmstand. I am rewarded by all of the feedback provided by the customers. I hope to see all of MSU come by the Local Food Fest next Wednesday!