

I. Call to Order

- a. President Quiles is chairing the meeting and calls the meeting to order at **11:01 AM**.

II. Attendance

- a. Members Present: Olgui Quiles (President), Syed Naqvi (Treasurer), Aditi Dave (Chief of Communications Officer), *Angelica Marie Ellis* (Senator), *Milton Rosario* (Senator), *Ariana Llabani* (Senator), *Aaliyah Campbell* (Senator), *Kendall Okeke* (Senator), Daniel O'Reilly (Advisor), Paul A. Young (Advisor).
Denotes voting members
- b. Members Absent: None
- c. Visitors: Chany Castillo, Deep Aluria, April Saynganthone, Madison Vene, Luciano Lawrence, Maaz Uddin, Sandy Doan, Natalie Daoud.
- d. Quorum: **5/5**

III. Approval of Prior Minutes

- a. President Quiles suggests a motion to approve final minutes from Tuesday, October **23rd 2018**. Senator Llabani So Moves. Senator Ellis Seconds. Chief of Communications Dave says that the dollar amount was wrong due to the total of the order exceeding Motion Passes **5/0/0**.

Advisor Young steps out at **11:05 AM**.

IV. Public Comment

- a. Visitor Chany Castillo passes.
- b. Visitor Sandy Doan passes.
- c. Visitor Natalie Daoud passes.
- d. Visitor April Saynaythone passes.
- e. Visitor Deep Aluria passes.
- f. Visitor Maaz Uddin passes.
- g. Visitor Madison Vene passes.

Advisor Young steps back in at **11:06 AM**.

V. President Report

- a. President Quiles thanks everyone who ran for the Treasurer position and for dedicating their time to USG.
- b. President Quiles mentions that Syed Naqvi is our new USG Treasurer and we are very excited to have him join our team.
- c. President Quiles mentions the cleaning responsibilities and expectations of the office. Everyone needs to clean up after themselves and their guests need to clean up after themselves. Visitor Chany Castillo asks if guests are allowed to be in the office. President Quiles replies that if a USG member is by themselves then they can have guests with them. However, if another USG member walks in then the guests need to leave and can relocate to **202**. If the USG member has office hours then they need to be in the office during those times. Advisor Young mentions

that we have outgrown our space and we should talk to the Director about advocating for a new space. Senator Campbell mentions that the ODI office is bigger and we could switch offices. Advisor Young mentions that we need both rooms. Senator Rosario agrees. Advisor O'Reilly mentions that the leadership lounge is always being used. Chief of Communications Dave says that the lounge is an open space and that people are allowed to be there. However, we should have some expectations for the space.

d. Motions

- i.** President Quiles suggests a motion to Approve Aditi Dave as Chief of Communications for the UConn Hartford Undergraduate Student Government. Senator Ellis So Moves. Senator Llabani Seconds. President Quiles mentions that Chief of Communications Dave has been with us since August and does everything and more than what is needed and we are so lucky to have her here. Motion Passes **5/0/0**.
- ii.** President Quiles suggests a motion to Approve Syed Naqvi as Treasurer for the UConn Hartford Undergraduate Student Government. Senator Llabani So Moves. Senator Ellis Seconds. President Quiles mentions that she is excited to have him to start working with us. Advisor Young mentions that he is thankful for all the candidates who applied, it was a very hard decision. Motion passes **5/0/0**.

e. Oath of Office

- i.** Chief of Communications Dave and Treasurer Naqvi are sworn in.

VI. Treasurer Report

a. Treasurer Naqvi mentions that he is very excited to start working with USG.

b. Motions

- i.** Treasurer Naqvi suggests a motion to allocate **\$300.00** to USG Programming Board for mason jars, paint, and art supplies for their DIY Mason Jar and Candle Holder event on November **14th 2018**. Senator Llabani So Moves. Senator Ellis Seconds. Senator Rosario mentions that the event date is moved to the **14th**. Motion Passes **5/0/0**.
- ii.** Treasurer Naqvi suggests a motion to allocate **\$50.00** to Engineering Club who is requesting funds for pizza, chips, and drinks at their Kick-Off-Meeting on October **31st 2018**. Senator Llabani So Moves. Senator Okeke Seconds. Advisor Young suggests an amendment to the motion from **\$50.00** to **\$101.83**. Senator Llabani So Moves. Senator Ellis Seconds. Motion Passes **5/0/0**.
- iii.** Treasurer Naqvi suggests a motion to allocate **\$95.00** to World Club for supplies for their DIY Dream Catcher Event for Native American Heritage

- Month on November **8th 2018**. Senator Llabani So Moves. Senator Ellis Seconds. Motion Passes **5/0/0**.
- iv.** Treasurer Naqvi suggests a motion to allocate **\$200.00** to MSA for pizza, soda and other food supplies at their General Meeting on November **7th 2018**. Senator Okeke So Moves. Senator Ellis Seconds. Motion Passes **5/0/0**.
 - v.** Treasurer Naqvi suggests a motion to allocate **\$500.00** to USG for hot chocolate, coffee and speaker from Amazon for the office. Senator Llabani So Moves. Senator Ellis Seconds. Motion Passes **5/0/0**.
 - vi.** Treasurer Naqvi suggests a motion to allocate **\$570.00** to USG for office supplies. Senator Ellis So Moves. Senator Okeke Seconds. Motion Passes **5/0/0**.
 - vii.** Treasurer Naqvi suggests a motion to allocate **\$94.05** to USG for **nine** dozen apple cider donuts from Neil's Donuts for their Friendsgiving Event on November **14th 2018**. Senator Ellis So Moves. Senator Rosario Seconds. Motion Passes **5/0/0**.
 - viii.** Treasurer Naqvi suggests a motion to allocate **\$350.00** to World Club for catering (Pulled Chicken, Mac and Cheese, Buffalo Chicken dip etc.) from Bears for their Native American Event on November **8th 2018**. Senator Okeke So Moves. Senator Ellis Seconds. Advisor Young mentions that the dollar increase is for drinks because they did not include. Motion Passes **5/0/0**.
 - ix.** Treasurer Naqvi suggests a motion to allocate **\$340.00** for the Caricature Event. Senator Llabani So Moves. Senator Ellis Seconds. Motion Passes **5/0/0**.
 - x.** Treasurer Naqvi suggests a motion to allocate **\$262.50** to MSA for cookies from The Kitchen on November **9th 2018**. Senator Llabani So Moves. Senator Okeke Seconds. Finance committee increased the amount because they did not include money for water. Motion Passes **5/0/0**.
 - xi.** Treasurer Naqvi suggests a motion to allocate **\$300.00** to Pre-Health Society for ornaments and decorating supplies at their Winter Ornaments and Cookies Event on November **27th 2018**. Senator Llabani So Moves. Senator Ellis Seconds. Motion Passes **5/0/0**.
 - xii.** Treasurer Naqvi suggests a motion to allocate **\$150.00** to Pre-Health Society for test tubes for M&Ms for End of the Semester Celebrations on December **4th 2018**. Senator Llabani So Moves. Senator Okeke Seconds. Advisor Young thinks this is a cool idea. Motion Passes **5/0/0**.

- xiii.** Treasurer Naqvi suggests a motion to allocate **\$150.00** to Pre-Health Society for pizzas, wings, french fries, and soda for their event on November **13th 2018** from Empire Pizza House. Senator Okeke So Moves. Senator Rosario Seconds. Motion Passes **5/0/0**.

VII. Chief of Communications Report

- a.** Chief of Communications Dave mentions that she has been working on the website and all the forms are up to date.
- b.** Chief of Communications Dave mentions that the Keurig in the room needs to be cleaned regularly and there is a schedule that is shared with everyone to maintain it.
- c.** Chief of Communications Dave mentions she has been maintaining all the platforms she is in charge of.
- d.** Chief of Communications Dave mentions that the Instagram is up to date on events.

VIII. Programming Board Report

- a.** Senator Ellis mentions that the Family Feud event was an okay event but it was hard to get people to participate. Treasurer's Assistant Maddie Vene was really helpful during this event.
- b.** Senator Ellis mentions that the Halloween Costume Contest and goodie bag event is tomorrow from **9:00 AM** to **6:00 PM**. Once the goodie bags are gone then they are gone. Costume judging is between **10:00 AM** to **12:00 PM**. UConn police have been contacted.
- c.** Senator Ellis mentions that the bus trip to New York is **\$20.00** nonrefundable and we are using card swipers. We are starting to advertise for the trip on November **1st**.
- d.** Senator Ellis mentions that for Winterfest we are planning on having the Social Mixer as our biggest event as well as the ice skating.
- e.** Senator Ellis mentions that she spoke to the Programming Committee about increasing the amount of events per week and she personally does not think it is a good idea because she has to oversee everything. Chief of Communications Dave mentions that it can be done and should be done because we have the funds and should be spending them and if all the Senators help out then it will work out well.

IX. Senators Report

- a.** Senator Ellis mentions that her upcoming event is the Halloween event which is tomorrow and everything is all set for tomorrow.

- b. Senator Okeke mentions that he is putting in a budget request for his Gingerbread House Contest and has been reaching out to his liaisons and keeping in touch with them weekly.
- c. Senator Rosario mentions that his latest event is Friendsgiving and all the budget requests are all set and the only thing in the works is the pebble from Admissions Officer McCall. He adds that the New York trip is in the works, and for Winterfest he is working on the beanies with Darter Specialties.
- d. Senator Campbell mentions that her psychic reading event is no longer happening. She is now looking into the Cupcake Brake Truck. The event is supposed to be on the **29th**. She is looking to get **30 dozen** cupcakes which is **360** cupcakes.
- e. Senator Llabani mentions that her Caricature Event is next week and everything is ready to go for the event. Chief of Communications Dave is helping from **12:30 PM to 2:00 PM** and she is looking for someone else to help as well.

X. Advisors Report

- a. Advisor O'Reilly mentions that he wants to thank the people for coming to Open House. The turnout was low but we cannot help that.
- b. Advisor O'Reilly mentions that the Programming Committee is working very hard and has stuff planned for the next semester already.
- c. Advisor Young mentions that he wants an update on the Salem trip. Visitor Sandy Doan mentions that the trip was good, it was crowded, fun and plenty of stuff to do. **Six to seven** people did not show up for the trip who were supposed to attend.
- d. Advisor Young mentions that we should be advertising campus wide events on the USG page and clubs should be reaching out to USG for advertising.
- e. Advisor Young mentions how USG is doing sign ups for the New York trip. Chief of Communications Dave mentions that her and Senator Rosario are thinking of a day that works best for both of them but, it will be tabeling in the atrium.
- f. Advisor Young mentions that if clubs are requesting money then a representative from the club needs to be present at the meeting and liaisons need to be telling their clubs this.
- g. Advisor Young mentions that attendance was lower than usual at today's meeting and we want more people to get involved in our meetings.
- h. Advisor Young mentions that we should do a sign up sheet for the Caricatures Event because there should be no waiting, this event should move smoothly. Senator Llabani mentions that we were doing first come first serve. Advisor Young says we should do sign ups because it is time efficient.
- i. Advisor Young mentions Winterfest. He asks how things are coming along. How are we going to brand Winter Fest as a whole. We want to brand it so students

know what it is and so we can catch their attention. Advisor Young mentions that the Programming Committee is planning but we need budget requests in soon so money does not run out and we are able to have a successful Winterfest.

- j. Advisor Young mentions the Leadership Conference. It is usually the Thursday or Friday before the Spring semester starts. President Quiles mentions that there is an introduction, workshops, which ones you want and do not want to go to. Heads from different departments are there and you get to meet other students and higher ups. It is a great way to expand leadership skills. Senator Ellis mentions that she has been **twice** and it is like workshops, meeting new people. The conference is geared to making you better leader. Senator Campbell mentions that she felt that she did not get much out of the conference leadership wise. But she learned a lot from the workshops. Advisor Young mentions it will be Thursday January **17th, 10:00 am to 4:00 PM**. Advisor Young asks what are good themes or topics to get more people to come. The group mentions to advertise free food, team building, networking, prizes. Chief of Communications Dave asks if this event comes out of USG's funding. Advisor Young mentions that he is wanting to work with the Director's Office.

XI. Final Thoughts

- a. President Quiles mentions that there will be a motion next week for team bonding between the President and the Treasurer. As well as an amendment to the Huskybuy motion.
- b. President Quiles mentions that USG will be having long meetings during Winter Break. We start planning for the first month of the semester. She will have a set of days and times next week and we do some team bonding during Winter Break.
- c. President Quiles mentions that Open House was okay. Accepted Students Day will be a huge event in the Spring.
- d. Visitor Sandy Doan mentions that World Club has their Scary Mask making event tomorrow and everyone is welcome to come.
- e. Treasurer Naqvi mentions that VCR's need to be signed before you leave.
- f. MSA mentions that the UCONN calendar doesn't work for them. Advisor Young mentions that liaisons can help with this process.
- g. Treasurer's Assistant Maddie Vene says thank you for the opportunity to run for the Treasurer's position and congratulations to Treasurer Naqvi.

XII. Adjournment

- a. President Quiles adjourns the meeting at **12:26 PM**.

Created by Chief of Communications Officer Dave