

Student Bar Association  
General Meeting Minutes  
April 19, 2010

- I. Called to order at 7:39 pm
- II. Roll called, all in attendance except for Sarah Anderson and JP Pitcher
- III. Committee Assignments (Purnita Howlader)
  - a. BOFC
    - i. Richard Greenlee, Katie DeBruin, Sampson Yimer, Paul Blalock
  - b. Academic Affairs
    - i. Richard Greenlee, Katie DeBruin, Laura McCabe, Sarah Anderson
  - c. Community Affairs
    - i. JP Pitcher, Amanda Jadin, Jesse Lin, Adam Finley, Sampson Yimer
  - d. Public Service
    - i. Paul Blalock, Truscenialyn Brooks, Allie Donenberg, Scott Krueger, Scotty McGoohan
  - e. Scotty McGoohan staying on as ABA representative
- IV. Laptop policy
  - a. No laptops during meetings, unless you have a specific reason for having the laptop
- V. Academic Affairs (Jason Foster)
  - a. Mentors
    - i. Applications went out, problem with electronic forms, has been updated
    - ii. Michelle and Jason have updated version, will be sent out on Wednesday
      - 1. **ACTION FOR JASON: PROVIDE MATERIALS FOR WEDNESDAY CLARIFICATION**
  - b. Small group applications
    - i. Going out on Wednesday/Thursday
      - 1. **ACTION FOR JASON: PROVIDE MATERIALS FOR WEDNESDAY ANNOUNCEMENT**
  - c. Vacancies for academic committees
    - i. Checking for needs, applications will be due May 14<sup>th</sup>
      - 1. **ACTION FOR JASON: PROVIDE APPLICATION MATERIAL FOR WEDNESDAY ANNOUNCEMENT**
- VI. Community Affairs (Cassandra Best)
  - a. Just Desserts (April 28<sup>th</sup>)
    - i. Google doc: set up, serve, clean up
    - ii. Half hour shifts
    - iii. 3 -5 pm
    - iv. **ACTION FOR CASSANDRA: SEND OUT GOOGLE DOC FOR SIGN UP**
  - b. 1L Party
    - i. Brats
    - ii. Same set up, two drink tickets
  - c. 3L Party
    - i. Reserving space for Friday, May 14<sup>th</sup>, for party with friends and family
- VII. Public Service (Debra Leo)
  - a. This Saturday, Middle School Mock Trial
    - i. All set
  - b. Tomorrow, Charity Poker Tournament
    - i. Needs two volunteers to help set up (at 6 pm)

1. Laura McCabe
  2. Purnita Howlader
  3. **ACTION FOR DEBRA: CONTACT VOLUNTEERS WITH INFORMATION**
- c. Dean's Cup Committee
- i. Paul Blalock, Allie Donenberg, Debra Leo
  - ii. First meeting with med school is next week
    1. **ACTION FOR ALLIE AND PAUL: ATTEND THIS MEETING WITH DEBRA**
- VIII. Treasurer (Chase Horne)
- a. Locker sales
- i. Next Monday through Wednesday
  - ii. Everyone needs to sign up on the google doc for at least one shift; two shifts manned for busy hours
    1. **ACTION FOR CHASE: SEND OUT GOOGLE DOC FOR SIGN UP**
  - iii. If you use a locker without renting the locker, using your own lock, we will be monitoring and emptying the lockers – you will forfeit your stuff, DO NOT DO THIS
  - iv. Price: \$60 in the spring, \$70 in the fall
  - v. Prices rising to support student organizations' needs
- IX. Secretary (Michelle Yun)
- a. Send pictures for SBA member bulletin board
- i. **ACTION FOR EVERYONE: SEND MICHELLE A PICTURE OF YOURSELF FOR BULLETIN BOARD IF FIRST TIME ON SBA**
- X. Technical administrator
- a. Scott staying on as web administrator
  - b. Feedback on website this summer
- XI. ABA (Scotty McGoohan)
- a. Lots of benefits from being a part of ABA (networking, opportunities, etc.)
  - b. Scotty McGoohan to send more information
    - i. **ACTION FOR SCOTTY: SEND MORE ABA INFORMATION**
  - c. More involvement will bring some events to Madison, good for the School
- XII. Summer reading (Purnita Howlader)
- a. Revised version of the bylaws
- i. **ACTION FOR PURNITA: SEND OUT UPDATED BYLAWS**
  - ii. **ACTION FOR EVERYONE: READ THIS OVER SUMMER**
- b. Event planning handbook, on website
- i. Current students → Student organizations → Event planning handbook
  - ii. This answers a lot of questions you will get when it comes to event planning and abiding by University's rules
  - iii. **ACTION FOR EVERYONE: READ THIS OVER SUMMER**
- c. Robert's Rules of Order
- i. Will be sent out
  - ii. Helps make meetings run smoother
  - iii. **ACTION FOR PURNITA: SEND OUT ROBERT'S RULES OF ORDER GUIDANCE**
  - iv. **ACTION FOR EVERYONE: READ THIS OVER SUMMER**
- XIII. Introductions/roundtable
- XIV. Meeting closed at 7:55 pm