

Purpose:

To add to the SGA Bylaws on the guiding principles that the Finance Committee and Treasurer are to enact for the distribution of SGA Funding. These principles have already been upheld by the Finance Committee and Treasurer. This is a process to formalize and ensure that in the future clubs are funded in a similar manner that ensures the appropriate resources for club operations. The guidelines were composed by the 2020-2021 Treasurer and Finance Committee Members.

The What:

This motion would also add additional language to the bylaws of the constitution, specifically, xii. **18-04** Finance Committee Guidelines. This formalized language will ensure longevity in equitable distribution practices for Finance Committee members and the Treasurer when it comes to the funding of Food Policies, Merchandise, Break Trips, and Stipends. This is the start of a process of establishing more guidelines in the future for the Treasurer to abide by.

The How:

The language below will be added to the bylaws of the constitution.

3. Bylaws

c. Bylaws

xii. **18-04** Finance Committee Guidelines

1. The Finance Committee and Treasurer will ensure longevity in equitable distribution practices by establishing this amendment to the bylaws. These Guidelines will serve as a foundation for making decisions on funding requests by all entities.
 - a. Food Policies
 - i. The Finance Committee and Treasurer consider funding food requests that serve cultural and religious purposes; since these offerings are not typically available through the Dining Services Pack-Out program which is available at no cost to club members and to SGA.
 - ii. For (bi)weekly board meetings/events that do not serve a cultural or religious purpose, requests for the funding of food will be denied and utilizing the Pack-Out program will be recommended.
 - iii. For overnight trips (i.e. COC, Mock Trial, etc.) funding for food will be considered and determined based on the number of individuals in attendance and the possibility of utilizing the Pack-Out program.
 - b. Merchandise Funding

- i. We will not fund merchandise requests aside from stickers and posters; stickers and posters will be considered on a case-by-case basis.
 - ii. Funding for T-Shirts (or other similar items) will be considered with the caveat that the T-Shirt (or other item) will be sold and used solely for fundraising purposes in support of a non-profit organization.
 - iii. Clothing for cultural events and religious purposes will be considered for funding.
 - c. Break Trips
 - i. The Finance Committee and Treasurer will consider funding at least one Break trip on a case-by-case basis.
 - d. Stipend
 - i. We will consider funding club stipend positions that exceed the duties of traditional club operation as described below.
 - 1. Traditional Club operations: executing club mission and purpose through programming, meetings, events, and collaborations.
 - 2. Typically, clubs with *larger impact on the Colby Community* have greater logistical duties that pose a burden outside of the scope of club operations.

Present Committee Members: Chris Cho, Ryan Bedell, Jackson Rockett, Liya Yang, and Sam Levitties, Genesis Cazalez, and Tivis Hall (2021-2022 SGA Treasurer Elect)

Abstaining: Drake Blossfield, Charlyna Gonzales, Laura Powell

Yes: Chris Cho, Liya Yang, Ryan Bedell, Jackson Rockett, Sam Levitties, and Genesis Cazalez (6 Members)

No: 0

The Who:

The Finance Committee and Treasurer have worked together all year and followed these principles. We have worked with Jess, the Treasurer elect, and President and Vice President to ensure that our principles follow school guidelines.

Strengths and Importance:

Formalizing these guidelines is essential to promoting equity values that SGA upholds. SGA has a responsibility to support clubs in a way that advances their mission and provides resources for students to be supported. Because of the transient nature of the Treasurer position and members of the Finance Committee, it is essential that we establish guidelines that further our values and are sustainable throughout the years.

Questions That Have Already Been Considered:

Q: What if there is a request that falls under a gray area?

A: The Treasurer and the Finance Committee will take into consideration the request in light of the budget available to them. They will interpret these guidelines in a way that ensures equity and supports a club's mission.

Q: Why did we choose these guidelines?

A: We chose these guidelines after reviewing budgets of the past two years from clubs. After reviewing past budget requests, we have picked guidelines based on the areas we have been asked for and are not essential to club functioning. The Treasurer must uphold the budget restrictions and has deemed the guidelines established essential to the assurance of remaining within budget. We are not taking into consideration the nature of this year and the lack of programming allowed for certain clubs.

Contact Information for questioning, clarification, or pre-meeting critiques:

Name: Jackson Rockett

Year: Sophomore, 2023