

SBO Meeting Minutes Dec 19, 2023

Meeting Discussion and Action Items

I. Organizational Items

- A. Call to Order 7:03 pm
- B. Roll Call -Michael, Ellen, Jeremy, Mekhala, El, Johanna, Vanna, Alicia. Public Guests: Jay, Kirsten, Deanna
- C. Approval of the Agenda -Agenda approved
- D. Approval of the Minutes - November 28th, 2023 -Minutes approved

II. Public Forum

- A. Jay spoke about his respect for the current SBO team and his appreciation for everything they have done. The team gave many thanks in return.

III. New Business

- A. Review Board Policy 5400- Discussion Item (10 minutes)
 - 1. SBO will review and provide feedback on the revision of BP 5400
 - a. SBO viewed and approved BP 5400
- B. Review Administrative Policy 5400- Discussion Item (10 minutes)
 - 1. SBO will review and provide feedback on administrative policy AP 5400
 - a. SBO viewed and approved AP 5400
- C. Best Moments of 2023- Discussion Item (30 minutes)
 - 1. SBO members will share their favorite moments and positive aspects of being in the SBO in 2023
 - a. Each SBO member and the advisors shared their favorite moments and gratitude for others on the team
- D. End-of-Term Exit Survey- Discussion Item (10 minutes)
 - 1. SBO will review the exit survey requirement
 - a. Chris posted the link for the survey and had the team take about 5 minutes to fill it out live.
- E. SBO stipend form- Discussion Item (10 minutes)
 - 1. SBO will review the stipend form requirement
 - a. Chris reminded the team to submit their stipend request form asap.
- F. End-of-Term Timesheet Approvals- Action Item (20 minutes)
 - 1. SBO will review and approve each member's timesheet
 - a. All SBO member timesheets were approved

IV. Reports

- A. Advisor Reports
 - 1.
- B. Executive Reports
 - 1.
- C. Member Reports
 - 1.

V. Announcements

- A. Bright Stars Awards - December 20, 6 pm
- B. New Year's Event/Game Night - December 29th, 6 pm

VI. Adjournment -8:32 pm