



**Oregon State University**  
**College of Forestry**

CoF Council of Student Organizations

Winter term 2019 meetings

Location: Stag 240

12:00 – 1:00 p.m.

**AGENDA**

**Friday, March 8<sup>th</sup>, 2019**

- I. Call to Order at 12:00 p.m.
- II. Welcome & Roll Call
  - Present: Jeremy (FC), Francisco (FSG), Trevor (standing in for Nick, SAF), Alison (SRE), and Kira (SRE)
  - Missing: Mika (FUSE)
- III. Presentations of minutes (see attached)
  - Forgot to print a copy of last meeting's minutes. See the Council webpage for the minutes, and email Kira or Alison with any comments.
- IV. Council Representative reports/announcements
  - Jeremy: Forestry Club and SAF would like to hold a Spring Term "leadership retreat/workshop" for their incoming officers. This could be coordinated with the SRE Spring Term all-officer meeting.
  - Francisco: FSG is planning to participate in Earth Day on April 20<sup>th</sup> and are open to collaboration with other clubs. They're hoping to also include a fundraiser and are open to ideas. The idea of combining the Earth Day event (April 22<sup>nd</sup>) with an Arbor Day event (April 26<sup>th</sup>) was suggested for all clubs.
  - Trevor: SAF is hoping to participate in Discovery Days (April 23<sup>rd</sup> and 24<sup>th</sup>) with CoF students who are making a forestry booth. Alison also mentioned Discovery Days to FUSE, who may be able to donate wood product materials to the booth.

**OLD BUSINESS**

- V. Club elections for 2019-2020
  - Please send an official list to Alison and update the SLI pages when applicable.
- VI. Oregon Logging Conference can count towards Council requirements
  - Applicable to FUSE and Forestry Club
- VII. As a reminder, Council requirements are (per year)
  - a) Three CoF/OSU events
  - b) One membership drive
  - c) One fundraiser
  - d) One CoF workshop/professional development

## NEW BUSINESS

- VIII. Spring Term meeting schedule
- Tentatively set for April 8<sup>th</sup> and May 13<sup>th</sup> from 12:00 – 1:00 p.m. in Stag 240.
  - No June meeting – please attend the Spring Term officer meeting (item XIII) instead.
- IX. Spring Term industry tour with Brooke in May could fill missing requirements, if any
- Kira asked that clubs be involved in this event and encourage attendance among their membership even if it isn't needed to fill a Council requirement.
- X. New Council Reps – bring them along to meetings? If so, how many and when?
- Yes, bring them to both Spring Term meetings!
  - New Council Reps will not receive a stipend until their term of office officially starts next Fall Term.
- XI. Begin talking about end-of-the-year processes and hand out letter templates
- a) Requirement Completion letter
  - b) Letter of Intent to Join/Maintain Membership
  - c) 2019-2020 Funding Proposal
- Forgot to print out the templates – see follow-up email for them. They will also be brought up again at the next meeting for questions or comments.
- XII. Other Spring term requirements (per the Guidebook)
- a) Annual report and budget in SLI database
    - Do not forget! This is a University requirement for recognition.
  - b) Participation Award recap to Kira (not the same as the Completion Letter)
    - Term recap required for Winter Term as well.
    - Annual recap in Spring is for activities funded by the Participation Awards only. The brief recap is sent to donors who provide the funds, so please put some thought into it and consider including a picture as well.
  - c) List of goals and events (rolled into Funding Proposal and Letter of Intent to Join)
- XIII. Spring Term mandatory officer meeting in early/mid May
- Intended for current officers, new officers, and club faculty advisors.
  - We will talk about leadership transitions, the SLI office and database, general and specific requirements, and available resources.
  - We want well-informed new officers!
- XIV. Open Forum – comments, questions, etc.
- A note that Kira discovered about requesting funds through SLI activity plans: The funding is approved by Kira, but must also be accepted by the author of the activity plan. Without the acceptance, the funding just kind of floats in the ether. Next time funding is requested, please look for the follow-up email and accept the funding to be deposited in the club MU account.

Meeting adjourned at 12:30 p.m.