Frederiksen Court Community Council  
Meeting Agenda for Sunday, January 22nd, 2023, 5:00 pm, PDR

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**Points for General Meeting:**

* Introduce elected officers, RA Liaison, and Stu Gov Rep
* What is FCCC?
  + We plan events and work toward improving FC
* Some important notes regarding joining FCCC
  + Who is a voting member?
    - Members of Council who are eligible to approve purchases
    - Includes: President (the Chair), Treasurer, Secretary, Webmaster, All Cluster Reps, All At Large Members
    - Does not include: RA Liaison(s) and Student Government Rep(s)
  + How do we get things approved?
    - At least 2/3 voting members must agree to a purchase
  + (Via the constitution) “A. Attendance
    - 1. All voting Council members shall attend every meeting unless an absence is excused by the Chair. Council members who have planned absences shall notify the Chair 24 hours in advance, using email.
      * i. Some examples of excused absences may include sicknesses, class/school activities, religious accommodations, inclement weather, and other instances on a case-by-case basis as discussed with the Chair via email.
      * ii. If less than 24 hours’ notice is given, the Chair must determine if the absence is excused based on the Council member’s ability to have notified previous to the 24-hour window.
    - 3. The secretary will keep a record of unexcused and excused absences, as reported by the Chair, in the minutes.
    - 4. Three unexcused absences per semester may result in removal from the Council.
    - 5. Being 15 minutes late to meetings, unless previously excused, will result in an unexcused absence, on a case-by-case basis. Communicate with the Chair using email or GroupMe.”
* Discuss seating members to Council
  + Open Positions:
    - 20 -
    - 30 -
    - 40 -
    - 50 -
    - 60 -
  + Process for clusters with more than one person interested in representing the cluster:
    - Those who attended the 12/11 meeting in 2022 will have priority to being a Cluster Rep
    - At our next meeting, we will hold internal elections, following this process:
      * Those who are running for a Cluster Rep position against someone else will have a maximum of two (2) minutes to state why they should be the Cluster Rep, order is determined by Last Name Alphabetical.
      * All confirmed voting members of Council will be able to anonymously vote for who they think should have the position.
        + No one running for a Cluster Rep position may vote for their own Cluster, but may vote if other Clusters are being voted on.
        + The Chair will count the votes. If there is a tie, the Chair shall cast the tie-breaking vote.
      * Cluster Reps whom are elected will be seated immediately to their position. Those whom did not win the election, shall be placed as an At Large Member.
      * If multiple Cluster Reps are voted on, the priority of Cluster Reps is determined by their number of votes they received from other Council members. If ties remain, the Chair shall cast the tie-breaking vote.
* Event planning: Game Night
  + Thursday, February 16th
  + 4-6 pm
  + 4 Council members needed for event
    - 2 from 3:30 to 5:00
    - 2 from 5:00 to 6:15
  + Event planning document is in the event folder
    - Add tasks like reserving the room
    - Determine Council members which will be responsible for being at the event and working towards this event’s success
* Approve purchases:
  + This works by voting Council members casting their vote for if Council should fund an item for the community or an event.
  + Snacks/Food/Drinks for game night
  + Flyers for game night
  + Additional games for game night
    - Titles of suggestions from the last game night can be seen here: CyBox > Events > Game Night 11-11-2022 > Game requests
* Have all Council members fill out a form: <https://forms.gle/cpQ2MT3wvauDc9qN7>

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**Points for Individuals:**

* Aren (Resident Assistant Liaison)
  + Attendance Policy for Spring: Attend first meeting of the semester. Depending on event planning time line, may attend every other or every third meeting. If every other attendance is occurring, you will most likely not need to attend FCCC events.
* Emma (Webmaster)
  + Update StuOrg Page with open positions and board game night events for spring
  + Update game night flyer
  + Coordinate with Madison to purchase flyers
* Khushi (Student Government Representative)
  + Attendance Policy: Send Lauren weekly communications to recap Student Government happenings. Meeting attendance requested when a policy/issue affects Freddy Court or FCCC. Meeting attendance may be requested when FCCC has an issue to bring before Student Government.
* Lauren (President)
  + Send meeting notes out after the meeting
  + Add new Cluster Reps / At Large Members to Student Organization page, GroupMe, and CyBox
  + Attend North and South RA meetings upon returning from break
  + Ask RAs on Newsletter collateral about how to get event information inside
    - Timeline, space, etc.
* Madison (Treasurer)
  + Work on proposal for automatic door concerns
  + Attend North and South RA meetings upon returning from break
* McKenna (Secretary)
  + Work on proposal for automatic door concerns
  + The attendance sheet has a new tab at the bottom for spring
    - Please feel free to organize how you want, as this will be your base for organizing attendance
  + If time allows for “historian” type tasks, like creating a document with the events we hosted this fall, how events were set up, how they ran, etc.
  + Reach out to Cay about Insomnia Cookie quantities
    - Include this in abovementioned document