RESIDENCE HALL STUDENT ASSOCIATION

ASSOCIATE COUNCIL MEETING Date: 3/11/2019

Location: SUB 62/63

CALL TO ORDER 9:04 PM

Hey everyone, cool let's get started.

MYSTERY ACTIVITY 9:04 PM

For our mystery activity today we watched the NACURH video from last year!

Pharez: That could be y'all up there, NACURH applications are actually on the website now. NACURH is an amazing and fun experience and you'll get to spend some of your summer with me and Clare! It's going to be jazzy and amazing!!! Make sure you apply!

ROLL CALL/HALL REPORTS 9:09 PM

HALL NAME	NUMBER PRESENT	SHIRTS	CONFE RENCE SHIRTS	HALL REPORT
BEVIER	3	1	0	Talked about program on Wednesday
BLISS	2	2	0	Talked about future programs and filming for Hallywood
BOUTON	6	6	0	Talked about programs and Hallywood
CAPEN	3	3	0	Talked about St. Patrick's Day Program
COLLANG O	3	0	3	Talked about bonding and future programming
CRISPELL	0	0	0	
DEYO	1	0	0	Talked about collaborating with RAs for Spa program
DUBOIS	2	2	0	Talked about Future Programs
ESOPUS	5	0	0	Talked about Future Programs and Hallywood
GAGE	1	0	0	Talked about Hallywood
LEFEVRE	2	0	1	Talked about Future Programs
LENAPE	0	0	0	
RIDGEVIEW	8	8	0	Talked about Programs after break and Hallywood
SCUDDER	1	0	0	Talked about Hallywood

NRHH 9:11 PM

Tune in Next Meeting for NRHH!

SENATE 9:11 PM

Tune in Next Meeting for a Senate Report!

OLD BUSINESS 9:11 PM

Motion to Open: Bouton

Second: Collango

Nostalgia BUZZ Pajama Party

Whaddup that's me, that was really loud. Thanks to all of you for coming out, playing games, joking around, and singing Karaoke even though it's not a Karaoke. Someone left a really cool vintage fanny pack, if it's yours please get it. I'll be proud if you get it otherwise I'll have to wear it. Tell your hall govs it's limited edition.

Sarah: Put it on Juan!

Clare: But don't forget to tell your Hall Govs! It's got pens inside.

CCC

That's me, alright. I bet you wanna know who your E-Board Buddies are:

Sam- Lefevre and Esopus

Sarah- Deyo and Crispell

Juan- Collango and Gage

Clare- Bouton and Lenape

Pharez- Bevier and Scudder

Alexa-Dubois and Ridgeview

Marissa- Bliss and Capen

Historian

Not too much, pictures are on facebook from Nostalgia BUZZ if you guys want to check those out. Programming committee is thriving. Also yearbook committee is starting soon, so please tell your historians to contact me. Come through. Have your historians reach out to me.

NCC

Hi again, so applications for NACURH are up, they're due March 22nd, that's the Friday of Spring break, you can take all of break to fill them out, and then interviews week after so make sure you sign up for an interview spot. Yeah.

Motion to Close: Ridgeview

Second: Esopus

NEW BUSINESS 9:14 PM

Motion to Open: Lefevre

Second: Bliss

Coffeehouse

Hey everyone, so coming up on April 9th at 6 PM is Coffeehouse, it'll be in SUB 100N, and if you play an instrument or sing or do other cool stuff, fill out the google form in the instagram bio. We're also getting that on the website, so I'll let you know when it's on the website, it's on instagram, and it'll be on the coolest posters ever. So keep your eye out for that.

Hallywood

Hi guys, so as you all know, Hallywood videos are due on April 6th, so you still have a little bit more time to film and edit and have an amazing time! We're really looking forward to seeing your videos, so make sure if you haven't gotten your sheets in to me AND YOU KNOW WHO YOU ARE, you come up to me after the meeting!! Thanks!

Amazing Race

Oh wow, me again! So Amazing Race is going to be on April 13th! I don't know how many of you guys remember Color Wars, but it's going to be so much fun! We're going to assign your colors and the halls you're going to be working with next meeting, so stay tuned for more updates! Can't wait!!

Ten Minute Break 9:17- 9:29 PM

Sam: We are about to begin an election so from this point till when our election ceases, no one who leaves this room can re-enter. No verbal communication anywhere in this room, and no technology. If the eboard sees you using a phone, laptop, etc, we will ask you to leave. As always, one of us will be in the back of the room to bring your notes to your AC reps. This week, it's Marissa! If you are running for Secretary tonight, please come to the front now.

Election

Sarah: The Secretary is responsible for recording minutes at all Executive Board and AC meetings; Must post minutes from AC meetings on the RHSA website no later than 48 hours after each meeting; Must email minutes from Executive Board meetings to the Executive Board, Advisors, and Assistant Director of Residence Life no later than 48 hours after each meeting; Works with the President to create the agenda for each AC meeting; Posts the agenda for each AC meeting on the RHSA website; Leads roll call at AC meetings; *What's Secretary Sarah's Middle Name?*Keeps an inventory of office supplies and purchases them when necessary; Must be familiar with basic computer and typing skills.

Expectations of Secretary

- Hard working
- Experienced in the position
- Passion about the position
- Dedicated

- Organizational skills
- Good time management
- Detail Oriented
- Good Communication Skills
- Teamwork skills
- Listening Skills
- Take accurate Minutes
- Good Spelling
- Positive
- Energetic
- Knowledge about position
- Understanding
- Approachable
- Passion for RHSA
- Good Grammar
- Knows how to work well under stress
- Quick Typer
- Confident enough to ask what was said for accuracy
- Respectful

Candidate 1:

Hello everyone, my name is Matt Orlander, my gender pronouns are he, him, his, and I hope to become the next secretary of RHSA. I am running to become secretary of this incredible organization for several reasons, but my greatest piece of motivation is the strong sense of community at our school. Through RHSA, I have made so many friends, had unforgettable times, and truly felt at home. Bringing members of our school community together is exactly what RHSA is about. I want to help build upon our school community and bring us to even greater heights. It is the responsibility of the secretary to take minutes of the E-board and AC meetings and to post the AC meeting minutes on the RHSA website. I would email the minutes from the E-board meetings to the Executive Board, Advisors, and Assistant Director of Residence Life. I would work with my president to create an agenda for each AC meeting. I would lead the roll call at AC meetings and manage office supplies. I would attend all RHSA events, AC meetings, E-board meetings, and attend one on one meetings with my president and advisor. I am determined to succeed in this position as secretary and an E-board member because of my past experiences and skills. I consider myself a well-organized person as I always write down my commitments on a hard copy calendar and use a calendar app on my phone. Additionally, I have been a part of several different teams, such as being a camp counselor, Night Host, Hall Government Secretary, and Student Ambassador. I am currently serving in my fourth semester as secretary for my hall government. From this experience, I have learned the importance of constructing minutes of meetings and being a valued member of an executive board. I also learned how to stay organized both during and after meetings and serve as someone who can provide many people with valuable information. Most recently, I just began serving as a Student Ambassador for our school where I give weekly tours to prospective students and families. I have gained a wealth of knowledge of our school and how to effectively communicate and interact with different people. A major aspect of RHSA that I want to expand upon and carry with pride is the organization's ability to maintain communication between the student body and administration. On a side note, I will say that I am very passionate about programming, and I have some creative ideas that I would like to bring to RHSA, but I want to make a point about student voice on our campus. Being secretary of RHSA would give me the privilege of being a part of President's Cabinet where I would meet with school

administration on a monthly basis. I think that it is an honor to be one of the select students who attends those meetings, and I assure you that I would not take that responsibility lightly. I feel that I have the ability to thrive and grow from this position. Most importantly, I want to help make everyone's experience at New Paltz even better, more diverse, and more inclusive. I have a strong passion for working with other people and making a difference in our community. It would be an honor to serve on next year's RHSA E-board, and I promise to give my absolute best effort to make sure that next year will be one to remember and a year that takes RHSA and our school community to a higher level! I yield to questions.

Questions

You mentioned that you had ideas on programming. What were your ideas?

Matt: So I want to focus more on diversity and inclusion. In particular, some ideas that I wanted to propose would be an LGBTQ Bingo Trivia Night, an Art show and performing arts celebration night to showcase our great arts department, and a New Paltz Appreciation Trivia Program.

You said you wanted to build on community, how would you go about that?

Matt: I definitely want to make sure that student voice is heard more on campus, it's so important. Students deserve the best possible experience and if elected secretary, I want to create an email list where I can send out the minutes to all of the AC reps and any student that wants to be on it, so it's easier to access. I could even put a google form on the RHSA website to give students a place to give RHSA their concerns so they can bring them to administration.

How would you describe the community on campus?

Matt: I think that it's a wonderful, inclusive, diverse, and most importantly, welcoming. This is the reason I came to New Paltz, because of how welcome it is, and all of the great opportunities here.

Who did you talk to to help prepare you for this position?

Matt: I talked to current secretary Sarah, last year's secretary Jules Robinson, and past secretaries Katie Herman and Catherine Callan. I also spoke to current President Sam, Pharez, and next year's President Clare about E-Board in general.

What would you do if you were unable to hear what an AC member said?

Matt: I would definitely want to make sure I hear everyone's voice during the meeting, because it's important everyone's heard. I'd either ask the E-Board for assistance, or ask the person to repeat what they said or clarify.

How do you feel your position will differ from Hall Gov?

Matt: I know RHSA is much faster paced, so this is a great commitment and responsibility, but I am determined for the challenge and want to work with a team. I am so proud to represent our school because I'm pursuing a career in becoming a teacher and I think joining RHSA is a good way to make a difference.

What is one weakness you have, and how will you overcome this?

Matt: I think one weakness I have is falling into intimidation at times, because I have to take a moment and realize it may be a big commitment or a challenge to overcome, so I have to take a moment to think about it and lean on my friends for support and advice as well.

What would you do if someone said that you missed something they had said?

Matt: I would definitely take that comment seriously and look into that, like I said before, I'm very passionate about making sure everybody's voice is heard, and if possible, I'd notify the proper people about the missed piece of information and edit the minutes.

How would you deal with conflict between another E-Board member?

Matt: Before I do anything that involves a conflict, I take a moment to think it over and decide on a good plan of action, and when I have a good plan, I'd talk to that E-Board member calmly and professionally,

and if I can't resolve it one on one, I'd go to the president, and if I can't resolve it with my president I'd utilize my RD advisor.

How would you make RHSA more known and accessible to transfer and international students? **Matt:** Something we need more of is advertisement. I think more people should know about RHSA, so we should have more posters more informational or meeting-type events about RHSA, maybe even a committee for first year or international students to make it more accommodating to the diverse population we have here at SUNY New Paltz.

We noticed on your resume that you put an LGBTQ workshop under awards and honors, why? **Matt:** Okay, so I'm a New Paltz Ally because last year in 2017 I attended this workshop to be a New Paltz ally, which is a workshop where you learned about being accepting of the LGBTQ Community, and you get a sticker to put on your door to show that you are one of those allies that can be trusted. I just wanted to show off to you guys on my resume because I feel passionate about that and I think it should be known that I am passionate about being inclusive and advocating for diversity.

So you mentioned that you had 2 years of being a secretary. How can you put those assets to RHSA and stand out as a candidate?

Matt: In my time as a Hall Government Secretary,

Motion to Extend by 5 Minutes Second

Matt: I learned how to record everyone's voice so I work fast to make sure everyone's words are recorded, so I wanted to bring the exact same mindset to RHSA, and I also worked with a lot of active E-Board members, so I'd be working with very passionate people and I'd want to bring my passion and determination to succeed to RHSA.

Outside of the secretary positions, what other positions do you think contribute to making you better as a candidate?

Matt: I just got given the opportunity to become a student ambassador, so I'm a tour guide for the admissions department. I give tours to families who are interested in being students of New Paltz and I went through a lot of training to learn about all of the programs at the school so I definitely know a lot about the variety of aspects of our school. I also know a lot about the programs at our school. I also know how to come in contact with a lot of different people, how to manage people. When I was a camp counselor I learned a lot about managing people and how to interact with people effectively and professionally.

What about the Secretary position excites you?

Matt: I think it's really awesome to be the person who records the voices of everyone. I think it's a lot of fun. One thing Sarah said was that you can make it what you want it to be. I want it to be a really important position that advocates for the communication of student voice, I want everyone's ideas to be recorded because I think it's really important that I can make such a big difference in the lives of students by doing that.

You mentioned that you wanted to bring more diversity based programs. How do you bring diversity to RHSA?

Matt: I definitely want us to be more inclusive and advocate for the different types of people we have on this campus. Like I said before, I want to do programs that appeal to the LGBTQ+ community, and I want to accommodate for everyone, and have them be interesting and informative if possible.

How many words per minute can you type?

Matt: I've been taking a lot of typing tests, and the other day, my best WPM was 72, so I took a screenshot on my computer to prove it.

What about RHSA interests you the most?

Matt: Being able to represent our school and make a difference in our community. We bring so many people together. I loved going to the BUZZ events, the socials, even spirit week. Spirit week meant a lot to me because it was where I made so many friends, so I think bringing people together is the one thing about RHSA that I really love.

How could your past experiences help you in this position?

Matt: I think that through all of my experiences, Hall Gov Secretary, Night Host, camp counselor, we all work on a team, and I always utilized the people around me for support or advice, and that's exactly what I want to do with RHSA, work together with my E-Board and hear what other students have to say. Make New Paltz look more appealing, more diverse, even more like a home for everyone.

What would you do if you had a conflict with one of your fellow E-Board members? **Matt:** I'd want to make sure I think before I act, and when I do, I'd approach them calmly and professionally and solve the problem with them, if I can't resolve it I'd go to my President, and if I still couldn't solve it I'd go to an RD Advisor.

Motion to Exhaust Speaker's List without additions: Esopus

Second: Collango

Candidate 2

Hi guys, so first I'm going to hand out something I created. It's a copy of my planner. My name is Victoria Tataranowicz, I'm a first year student, my major is early childhood education, with a minor in spanish. I'm actually considering a major in bio. As secretary, I'd have to go to closed and open E-Board meetings and take all the notes and go to President's Cabinet meetings. At the meetings you take the minutes, and Wednesday you have to have them finalized and posted. I would also help with programs. Additionally, as secretary I want to implement more programs for a diverse audience, and I want to be an advocate for more students. I think I'm qualified for this position because in high school I went to multiple conferences for writing and leadership. I also won the Clarkson University award and scholarship. This past summer I was also a camp counselor for many different ages, from third grade to 11th grade. This allowed me to develop my leadership skills, my punctuality, and put on programs that are more diverse. I was also the Hall Government Representative last semester and President this semester, which allowed me to learn how to talk more openly and improve my public speaking skills. I was also a part of CREW this fall and held two jobs on campus as a Lab Assistant and a Night Host. I'm also in communities in Esopus, I'm in the Health and Wellness community. To direct you to my pamphlet, I wanted to show you how I keep a balanced life, and keep track of my self care and stuff. I also provided a sample of my notes from class. I know it's repetitive but it shows that I stay with the flow. I yield to questions.

Pharez: Because time ran out we DO need a motion.

Motion to Open Question and Answer: Ridgeview

Second: Esopus

Questions

As a first year student, how are you going to advocate for all AC reps since this is a very intensive high paced position?

Victoria: Through all of the situations I've been through in life, I've been able to see that everybody is different but it's about sitting down, listening, seeing where people are coming from, so you can learn how to advocate for them.

Who did you talk to about this position?

Victoria: I talked to the past four years' secretaries, so I talked to Catherine, Katie, Jules, and Sarah. The best advice I got is from Jules and Sarah which is to stand up for yourself, make sure your voice is heard, and be confident.

Is there anything else you wanted to finish saying?

Victoria: I shared my planner to show who I am. I live by it because I want to be appreciative of everything and really take the time to go through with things.

If an AC rep said something you can't hear, what would you do?

Victoria: If I can't hear I would go back to them and make sure I get it, I'd also utilize my E-Board members because they are a team.

If you had a problem with an E-Board member, how would you fix it?

Victoria: If I had a problem with an E-Board member, I'd definitely take time to think about it, then confront them, tell them how I feel, ask how they feel, and discuss and come to a resolution.

What types of Program ideas were you hoping to see in RHSA?

Victoria: Some program ideas are to have more programs to get more people involved, there's a passive program where you can trace your hand and put where you've been and what's affected you, and put them all up so the hands all connect at New Paltz.

How has your Hall Gov experience helped you?

It has allowed me to improve my speaking which is hard to do while typing minutes.

You showed us how you organize your daily and personal life. How do you apply this to the position?

Victoria: I plan to use it to keep me on task for making sure minutes are up, make sure I'm going to the meetings, make sure I have time to myself before the meetings to prepare.

What do you think a challenge will be and how will you overcome this?

Victoria: I stutter, so I struggle with public speaking and being confident.

Are you aware of your WPM?

Victoria: I've been practicing a lot, I'm at 55 now but the average is 40 and I plan to keep practicing over the summer.

What do you hope to gain from this position?

Motion to Extend by 5 Minutes Second

Victoria: I hope to gain more leadership skills and get better at just being a leader.

What about this position excites you?

Victoria: Something in particular is that I was a secretary in high school and I always enjoyed that side of being on and E-Board so I wanted to do it again. It helped me develop a lot of skills.

If someone told you you forgot to include something in the minutes, what would you do?

Victoria: I would ask them what they thought I missed and then put a side note in the minutes.

You wanted to be an advocate, how would you go about this?

Victoria: Being an advocate you talk about experiences, and as a foster care kid, it was hard to connect and I wish I had that person to connect with, so I want to be that for other students and be a resource for them.

What is your definition of diversity?

Victoria: Diversity is about two things, everybody has their own experiences, but you also have to be open to learning more about diversity and learning that there are vices but you need to overcome them, see differences, and understand.

What would you do to make RHSA more accessible to first year, transfer, and international students?

Victoria: I'd keep talking about RHSA, wear my shirts all the time, encourage people to go, and go with them.

What about RHSA interests you?

Victoria: Definitely the secretary position but also how everybody comes together from all these halls, and how the BUZZ events brings everybody together.

You mentioned you wanted to be an advocate for various groups on this diverse campus, how do you bring diversity to RHSA?

Victoria: I'd bring diversity by understanding and communicating what I've been through by being open to everyone.

In a moment of stress, how would you ask for help?

Victoria: I would say, "hey guys" and ask for advice, but I also make sure that I take time for myself. What changes would you make to RHSA?

Victoria: I do my minutes differently, so they're set up differently. That'd be a little bit of a change but just small things.

Move to Exhaust the Speaker's list without additions: Esopus

Second: Capen

Motion to Open Discussion: Gage

Second: Bevier

Discussion

- Both candidates are enthusiastic about the position but Victoria is more experienced and she'd be the best secretary and the best advocate for students.
- Though they were both nervous Matt seemed more prepared and provided more information to support the position.
- We appreciate Matt's attention to detail, especially with programs.
- Matt knows the duties very well and is ready to take on the responsibilities.
- Matt is well spoken, experienced, and makes community a priority.
- Matt showed great confidence, optimism, and had a lot of knowledge of the position.
- Matt's speed is faster than Victoria's.
- Victoria gave a really good definition of diversity.
- Matt was overqualified and was very repetitive in making known how passionate he is.
- Both candidates had similar experiences but Victoria's wpm was not tested in the same way, also 55 is a high number but both candidates would be capable of doing the position
- Victorias willingness to hand out her notes to show her ability to be organized
- Even though Victoria was nervous she seemed extremely passionate and spoke to 4 secretaries.
- We appreciated Victoria's willingness to keep working on her WPM.
- Victoria is a good candidate especially as a first year student.
- Matt also spoke to 4 secretaries.
- Wpm should not be a factor, typing can be improved and meetings can be recorded and minutes typed after.
- Victoria looked up while speaking more, and she was more personable while Matt looked at his folder
- It was unnecessary to put the LGBTQ workshop under the awards section, and should have put it somewhere else.

- Matt stressed the voice of the community while Vicki stressed her own voice. Vicki was detail oriented and showed her skills in organizing.
- Victoria makes time for self care which is extremely important for a high stress job like RHSA E-Board.

Motion to Exhaust Speaker's List without additions: Esopus

Second: Bevier

Motion to Open Voting by Secret Ballot: Esopus

Second: Lefevre

Voting

Matt: 13 Victoria: 5

No Confidence: 1

Abstain: 2

Sam: Congratulations, we are excited to announce that the next Secretary will be Matt Orlander!

Nominations

Sam: Emely Jorge, you tabled for Historian. Do you Accept, Table or Decline this Nomination? She tables by not being here.

Sam: Catherine Barrera, you tabled for CCC. Do you Accept, Table or Decline this Nomination? She tables by not being here.

Sam: Joe Russo, you tabled for CCC. Do you Accept, Table or Decline this Nomination?

Joe: Table

Sam: Jackie Rankel, you tabled for CCC. Do you Accept, Table or Decline this Nomination? She tables by not being here.

Motion to Open Nominations: Ridgeview

Second: Bouton

Ridgeview: We nominate Jonathan Fratus for CCC.

Esopus: Second

Sam: Do you accept, table, or decline this nomination?

Jonathan: I respectfully accept.

Motion to Close Nominations: Ridgeview

Second: Deyo

Sam: Public Relations applications were due today. If you have prepared you materials which includes 15 applications to be given out to each hall and the eboard, 1 candidate form and your unofficial transcript to be given to the eboard, please stand now and distribute these materials.

Motion to Close Public Relations Nominations until Spring 2020: Bouton

Second: Bevier

Sam: The election for PR will take place next week. Applications for CCC are due next meeting after spring break!

Motion to Close: Bouton

Second: Scudder

UPCOMING EVENTS 10:24 PM

Coffeehouse, April 9th, SUB100N, 6pm-8pm

HALL CONCERNS 10:24 PM

If there's something wrong in your hall that you have already talked to your RAs and RDs about, you've waited for something to happen, and nothing has been done, this is your time to tell us.

STUDENT CONCERNS 10:25 PM

If you have general concerns for things going on campus wide (something's broken, wrong, can be improved), this is your moment to tell us so we can relay the information to the administration. However, if you have any food concerns (type, quality, price, location, etc), we will not hear them at this point but you can email us at rhsa@hawkmail.newpaltz.edu.

Juan: I have an update for everyone. Somebody had asked if the new vending machine will take Dining Dollars, and they will so when you spend it all buying snacks you can question your decisions. Somebody had also asked why the other vending machines in the halls don't take dining dollars. This is because they are run by CAS. For other food on campus, they're run by Sodexo who pays the tax on food for you because your dining dollars are tax free. Since they're run by CAS Sodexo doesn't pay the tax, so you can't use your dining dollars.

Ridgeview: Earlier today I almost died, I took a pic, on the steps by Scudder there's a ginormous, really huge, monumental crack.

Sam: Text it to me.

Capen: There are uneven tiles in front of library that water gets under and it keeps splashing people and it made my pants wet.

Sam: I'll see about work orders.

OPEN FLOOR 10:27 PM

If you have any general announcements about your personal clubs and organizations, stuff going on in New Paltz, hall governments, etc, this is your time to share!

Ridgeview: Can every hall make sure they have a resume AND application?

Marissa: Put them in the folders.

Deyo: Deyo hall is collaborating with the RAs for a spa night on Wednesday at 8 PM in the main lounge. Joe: On Wednesday at 6:30 PM in Scudder Hall we're having conversations on whether or not pineapple goes on pizza.

Bevier: We're having Grocery Bingo on Wednesday at 7 in the main lounge.

Pharez: Apply to conference y'all.

Clare: What did ocean say to beach? Nothing it just waves. Thank you that'll be all.

Rui: --

Sam: Before Rui talks, he was well known for sitting in his chair and saying he had 7 things.

Rui: The secretary hated me. Anyway, two things, there's a planetarium show on this Thursday. Y'all should go to it. Also, the Equinox is on March 20th, and on that day, the sun is going to be in the middle of the staircase in Wooster Hall.

Collango: Tomorrow at 7:30 PM we're having pool in the Shango C-Lounge.

Bouton: Be your own superhero event on Wednesday at 9 PM come make door tags that make you a superhero, you can give yourself a name and a backstory.

Ridgeview: I'm happy I got a 94 on my midterm, good luck to everyone with midterms.

Gage: As you see weather is warm, we should do care packages for people with allergies.

Pharez: NRHH or Programming Committee could do that!

Ridgeview: I have really bad allergies, it makes my eyes cry. What are your ideas?

Sam: You guys can talk about this at the end!

PASSING OF MOLLY THE MOOSE 10:32 PM

Bouton gave her a Mardi Gras mask and are giving her to Lefevre!

QUOTE OF THE WEEK 10:32 PM

"I have not failed, I've just found 1000 ways that won't work." -Thomas Edison

ADJOURNMENT 10:33 PM

Motion to Adjourn the Meeting Until Next Week: Matt Second: Clare

Next Meeting in SUB 62/63

