

# Student Activity and Service Fee Submission Form for Trustee Organizations (all campuses)

Welcome to the 2025-26 SASFAC process. If you need timeline, process, or resources, please visit the TSOS website [here](#).

## Organization Contact Information

### Display Name

Bhavsar, Chapal

### NetID

chb21023

### Email

chpal.bhavsar@uconn.edu

### Your Organization: \*

WHUS Radio

### Organization Website \*

[Click to visit](#)

### Organization Social Media Information \*

Instagram - @whusradio Twitter - @whusradio Facebook - WHUS Radio

### Please provide your Organization's Mission and a brief history \*

What is now WHUS Radio was founded as the University of Connecticut's non-commercial, student-operated radio station in 1923, under the call sign "WCAC." Since its founding, WHUS has served the greater UConn community by providing quality programming of music, news, talk radio, sports commentary and public affairs broadcasting. WHUS Radio's primary mission is to maintain and operate the non-commercial FM broadcast station licensed to the University of Connecticut's Board of Trustees, while also providing learning opportunities and a functional community space for UConn students. WHUS as a station aims to broadcast material that is both informative and entertaining, while providing a space for members of the local and university community to share their stories. The station prides itself on maintaining a diverse and inclusive environment on UConn's campus, and offering publicly accessible resources for those interested in gaining experience in the fields of radio, music and media.

### Please upload a PDF of your current Organizational Chart. \*

**Copy of 2025 WHUS Org Visual Chart.png.pdf** (128.9 kB)

### What are your organization's current goals and how do they align with your mission? \*

Our main goal at WHUS Radio is to provide and maintain quality broadcasting, educational, and career-development opportunities for our members. This year, we have begun our studio upgrade process, giving members access to the latest industry-standard broadcasting equipment. We also have continued to expand our sports department's operations, sending students to report hockey games in addition to football, basketball, and soccer as before. We have plans to cover baseball games in the spring. Our news department has continued to grow, offering weekly opportunities to cover local and UConn news as well as travel opportunities to journalism conferences such as Mediafest in Washington D.C. and CMA in New York City. We continue to hold concerts throughout the year, always finding cost-effective solutions to production needs and working with bands to find equitable contracts.

## Activity Participation and Alignment

1) Briefly describe the programs and services you provide for your constituents that serve as the primary focus of your organization. \*

WHUS provides a learning environment for UConn students and community members interested in media production and broadcasting. Our broadcasting training program offers classes throughout the year for those who wish to contribute to our programming on WHUS-FM and WHUS2. Through its various committees, WHUS also offers training in other aspects of broadcast, such as music, news and sports broadcasting, engineering, and production. Additionally, our station hosts community engagement events through the academic year, such as on-campus tabling and giveaways, and free live music events.

Who is eligible to participate in your activities? \*

please check all that apply

- Undergraduate students of a specific campus
- All undergraduate students across all campuses
- Graduate students of a specific program(s)
- All graduate students across all campuses
- Faculty/Staff
- Community Members/Guests

## Financials

Please note that items 3-5 should total 100%

2) For what purpose do you spend any portion of your budget on the operations of your organization? \* ?

The majority of our budget is allocated to the operations of our organization. This is because the primary goal of WHUS Radio is to maintain and operate the non-commercial FM broadcast station licensed to the University of Connecticut's Board of Trustees. Fulfilling this goal requires the availability and quality of our broadcast to be consistently upheld and at times furthered. This has been seen in our recent studio upgrade, an investment in the quality of our broadcasting and the learning opportunities we provide for constituents. The maintenance of our equipment and broadcasting infrastructure requires the presence of our two non-student staff members.

3) What percentage of your budget is to support your organization's operations? \* ?

60

Does your Organization pay any elected or appointed student leaders? \*

Yes

If so, please list and provide a brief explanation of student payroll. \*

The WHUS Executive Board consists of a General Manager, Operations Manager, Financial Manager, Program Director, Training Director, Promotions Director, and an Events Director. WHUS' Operations Board consists of a Talk Director, Music Director, Sports Director, Communications Director, Live Production Director, Multimedia Director, News Director, and Inventory Control Director, as well as up to 6 assistant positions who operate under the supervision of a respective director. WHUS student employees are paid in accordance with the university student pay scales. We budgeted for up to \$120,000 for student payroll in FY25, our actual expenditure was \$119,000.

Does your Organization pay for any non-student staff? \*

Yes

If so, please list and provide a brief explanation of non-student payroll. \*

We employ two non-students directly: a student organization advisor (salary), serving as the program coordinator and the backbone of professional operations at the station, and a chief engineer (contract) who is responsible for maintaining and repairing broadcast and tower equipment. WHUS has a memorandum of understanding with other Tier III organizations, splitting payment for Trustee Student Organizational Support for additional financial support through financial assistance with Purchase Requests and other purchasing processes. We budgeted for up to \$235,000 in FY26 for non-student payroll but only spent \$170,768.95 in FY25.

4) What percentage of your budget is for programs and services for students sponsored by your organization (do not include expenses that are for members only)? \*

a) How do you determine if these programs and services meet your organizational goal/priorities? b) How do you know if the program, and services you provide meet the needs/expectations of your constituents? \*

A. We determine the value of our events to our goals and priorities as an organization in two main ways. We quantify the value by tracking attendance of events such as concerts, committee meetings, and all-member meetings. These data serve as a supplement to our other method: discussion at executive board meetings. We discuss what went well and what didn't, comparing attendance to past events to constantly improve the quality of our events.

B. We use the AFU survey to gauge impact and gather feedback from both the community and our members. This survey delves into the perceived impact, satisfaction levels, and areas for improvement. It provides nuanced insights into the qualitative aspects of our programs and services, enabling us to adapt and refine offerings based on feedback received. We also hold all member staff meetings with an open forum to gather community feedback. This allows us to make significant improvements to the station in alignment with the needs of our community. Recent implemented projects were auto playlisting and archiving of our FM broadcast.

5) For groups that fund Tier II student organizations, what percentage of your budget is allocated to them?

6) Please explain significant changes in the overall budget (spending plan) for this fiscal year since starting July 1, 2025, when compared to the previous year's budget and this year's original budget. \*

The most significant changes in our budget from last year to this year are in our equipment - capital and equipment - durable goods. This is because we have largely completed our studio upgrade, so the temporary increase to those two portions of our budgets is no longer needed. We continue to allocate more funds to equipment - capital because we've begun to refresh some of our multimedia equipment this year, purchases which fall under this category.

## Revenue

7) What is the current Fee amount per semester/year? \*

9

Storrs Undergraduate [Fees](#)  
Regional Undergraduate [Fees](#)  
GSS Graduate [Fees](#)  
Law Graduate [Fees](#)  
SSW Graduate [Fees](#)

8) Does your organization receive income from any source other than student fees? \* 

Yes

a) What are the sources of revenue you currently collect and how much is it that you receive? b) Are these sources consistent or variable from year to year? c) How is this revenue reflected in your organization's projected budget? Please explain. \*

A. WHUS Radio receives most of its yearly revenue from student fees. It also receives revenue from contractual services being space rented on its broadcast tower, admission sales and registration fees, and interest on its bank account. In FY25, a total of \$534,513.63 in revenue was received.

B. Our revenue is consistent as we mainly rely on student fees and contractual services depending on our broadcast tower. We are contractually obligated to receive income from both of these sources, guaranteeing their yearly presence.

C. Our large revenue continues to act as a buffer, allowing us to maintain the new technology acquired in our recent studio upgrades as well as refreshing our multimedia department's equipment. We're able to do this without scaling back on our concerts, travel opportunities, and professional and student staff roster.

## Expenses

9) What are the top organization operational expenditures? \*

Non-student payroll  
Student payroll  
Travel

10) How are these expenses similar to or different from the previous year? \*

These expenditures are different mainly in that 'Equipment - Capital' is less prominent than last year. Almost all of the equipment necessary for our studio upgrade has been purchased, so the required budget for that category decreased significantly. Payroll, both student and non-student, remains to be the most prominent expense in our budget, especially due to yearly minimum wage increases. We've continued to expand our travel opportunities as well, so we expect it to be a more notable section of our spending.

11) What are the top organization expenditures for programs and services that you fund? \*

Contractual Services - Events  
Equipment - Capital

12) How are these expenses similar to or different from the previous year? \*

These two sources remain our highest expenditures for the upcoming year. Although Equipment - Capital will not be as large a portion of our budget as last year, we anticipate additional parts may be needed to complete our studio upgrade. We are also in the process of purchasing newer equipment for our multimedia department. As for events, we continue to hold concerts throughout the year as a way to give back to our constituents. We also plan to expand our offerings through events such as a WHUS Prom.

13) What are the top expenditures for Tier II organizations (if applicable) that you fund?

14) How are these expenses similar to or different from the previous year?

## Future Year Spending Plans

15) What are your Organizational priorities, as reflected in your projected budgets, for the next two fiscal years? \*

For the next two fiscal years, WHUS plans to prioritize the upkeep and improvement of our recently acquired studio equipment. As our membership continues to make use of our new studio technology, we may encounter the need for maintenance repairs and the installation of new software. Additionally, WHUS plans to invest in our multimedia department, which helps train interested members in photography, videography, editing and production skills. We are planning an overhaul of our multimedia equipment inventory, to better meet the needs of our community members. Both of these major expenses will be covered by Equipment - Capital (626).

16) Is your Organization seeking a fee increase? \*

No

## Fund Balance

17) If your Organization should carry over funds from one year to the next, what is the ideal (minimum) level of that fund balance and what is the justification for that amount? \*

For WHUS Radio, maintaining an optimal minimum fund balance of \$155,000 is imperative and strategically allocated to address the key components of our infrastructure. This allocation is particularly meticulous, with specific consideration given to Tower Repair and Studio Repair, amounting to \$100,000 and \$55,000, respectively. Tower Repair (\$100,000) A substantial portion of the fund balance, totaling \$100,000, is dedicated to Tower Repair, recognizing the tower's pivotal role as the organizational backbone. In the face of unforeseen damage or malfunction, swift intervention is paramount. The tower is not merely a structural element; it serves as the linchpin for the station's core operations. Any disruption to its functionality directly compromises our ability to broadcast, posing a risk to compliance with FCC regulations. This prudent allocation reflects a proactive approach, ensuring WHUS Radio's preparedness to address unforeseen challenges promptly. It underscores our commitment to maintaining uninterrupted operations and compliance with regulatory standards, reinforcing our standing as a reliable community broadcaster. Studio Repair (\$55,000) Concurrently, \$55,000 is designated for Studio Repair, acknowledging the studio's centrality as the creative hub for content production and broadcasting. Maintaining an optimal studio environment is pivotal to upholding the quality and diversity of our programming. This allocation aligns with WHUS Radio's commitment to delivering content of the highest caliber to our discerning audience.

18) If your organization is carrying a fund balance above the ideal/minimum level - what planned expenditures are budgeted (in which upcoming fiscal year)with the intention to bring down the fund balance to ideal levels? \*

We expect further expenses regarding our studio upgrade process throughout FY26 relating to repairs or replacement of parts. We also plan to invest in our committees, purchasing more up-to-date equipment for our multimedia department, such as video cameras and lighting, camcorders and microphones for our news department, and microphones for our sports department. As a board, we're aiming to broaden our scope with

regards to travel opportunities to provide learning and career development opportunities for board members and committee members. Through these goals, we expect to hit our target balance of \$155,000 by FY28.

Include what your projected balance will be at the end of this year as well as the next two projected years. \*

FY26 - \$413,623 FY27 - \$273,105 FY28 - \$146,587

## Other

Is there any additional information that the Committee should be aware of when reviewing your Organization's budget documentation?

## Financials

Please upload the SASFAC Excel Sheet \*

**Student Activity Fee Budget Projection Form WHUS Updated.xlsx** (94.7 kB)

## Advisor & FO Review and Commentary

1. Is the financial document (specifically the columns 'FY25 Actuals' and 'FY26 Updated', including the fund balance), as presented, an accurate record of the organization's financial status? \*

Yes

2. Do you have comments regarding the FY27 Updated or FY28 Projected Budgets? \*

No

3. Please provide a narrative on the advising and compliance discussions you have had to date with the Org leadership regarding their finances. \*

WHUS has been saving up money for a number of years (at least 3) in order to pay for a studio upgrade and those purchases were mainly made last year. A few remaining items, but there will be a significant decrease in capital equipment. Passive revenue on the tower from clients has increased significantly, and WHUS is now paying maintenance fees under the new agreement between WHUS/UConn and DESPP.

Any additional comments or suggestions?

Additional Documentation Upload

No file attached

Advisor/FO signature \*

*Krista O'Brien*

## Organization Review and Vote

You've got through and made any necessary edits: \*

Yes

Date of formal Organization Budget approval \*

December 19, 2025

Please upload a copy of your Organization's meeting minutes reflecting an affirmative SASFAC packet vote. \*

**12\_19\_25\_Minutes.pdf.pdf** (156.2 kB)

## Workflow History

Nov 24, 2025 - 2:02am EST

Submitted for Approval

 Submitted - Nov 24, 2025 - 2:02am EST  
Bhavsar, Chapal

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Dec 1, 2025 - 10:30am EST

Task Completed

(Task)

 Signed - Dec 1, 2025 - 10:30am EST  
O'Brien, Krista (krista.obrien@uconn.edu)

 Task Completed - Dec 1, 2025 - 10:30am EST  
O'Brien, Krista

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Jan 4, 2026 - 9:17am EST

Task Completed

(Final Updates)

 Task Completed - Jan 4, 2026 - 9:17am EST  
Bhavsar, Chapal

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Jan 4, 2026 - 9:17am EST

Email Sent

(Notification)

 Notified - Jan 4, 2026 - 9:17am EST  
Clokey, David

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In Progress

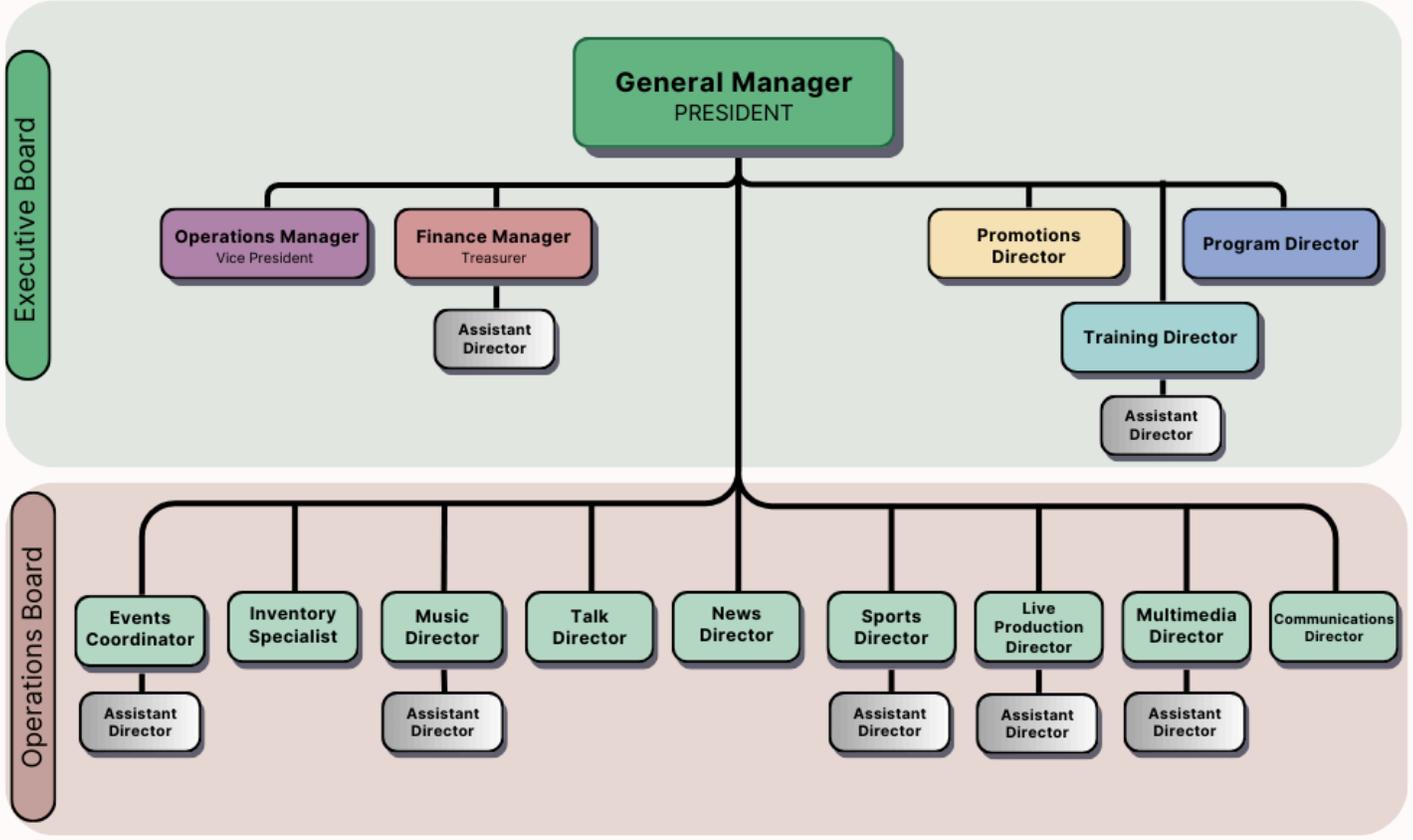
Generating PDF

(Notification)

Notification  
O'Brien, Krista

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# 2024 ORGANIZATIONAL CHART



\*Assistants total is 8, however can be moved under different director/executive board as needed.

Last Edited 04/01/24

Fee Budget Update & Projection Form - Fiscal Year 25-28

radio  
Activity and Service Fee Advisory Committee

Description	FY25 Actual Amount	FY26 Original Amount	FY26 Updated Amount	FY27 Original Amount	FY27 Updated Amount	FY28 Projected Amount
General Donations						
Foundation Donations						
Benefit Fundraiser Donations						
Dues						
Advertising						
Awards and Prizes						
Vendor Commissions	\$109,545.25					
Contractual Services	\$33,446.28	\$ 104,502	<b>104,502</b>	\$ 104,502	<b>104,502</b>	<b>104,502</b>
Co-Sponsorship						
Admissions Sales		\$ 530	<b>530</b>	\$ 530	<b>530</b>	<b>530</b>
Food Sales						
Merchandise Sales						
Participation Sales						
Services Sales						
Registration/Entry Fees						
Rental						
Travel						
Penalties and Fines						
Miscellaneous Revenue						
Change Fund Returns						
Business Taxes						
Interest	\$34,330.80	\$ 10,000	<b>10,000</b>	\$ 8,000	<b>10,000</b>	<b>10,000</b>
Student Fees	\$357,191.30	\$ 360,000	<b>360,000</b>	\$ 378,000	<b>378,000</b>	<b>378,000</b>
venues	\$534,513.63	\$ 475,032	<b>475,032</b>	491,032	<b>493,032</b>	<b>493,032</b>
Donations						
Dues						
Gifts						
Photocopying						
Postage	\$194.64	\$ 100	<b>100</b>	\$ 100	<b>100</b>	<b>100</b>
Printing	\$843.75	\$ 2,800	<b>2,800</b>	\$ 2,800	<b>2,800</b>	<b>2,800</b>
Promotional Items	\$6,450.50	\$ 8,000	<b>8,000</b>	\$ 8,000	<b>8,000</b>	<b>8,000</b>
Refreshments - Organization	\$1,449.18	\$ 1,000	<b>1,000</b>	\$ 1,000	<b>1,000</b>	<b>1,000</b>
Refreshments - Events/Programs	\$4,965.31	\$ 2,200	<b>2,200</b>	\$ 2,200	<b>2,200</b>	<b>2,200</b>
Subscriptions	\$16,217.16	\$ 15,500	<b>16,000</b>	\$ 16,000	<b>16,000</b>	<b>16,000</b>
Supplies - Organization	\$1,899.99	\$ 5,000	<b>5,500</b>	\$ 5,500	<b>5,500</b>	<b>5,500</b>
Supplies - Events/Programs	\$1,157.74	\$ 2,000	<b>2,000</b>	\$ 2,000	<b>2,000</b>	<b>2,000</b>
Telephone	\$6,599.96	\$ 8,700	<b>8,700</b>	\$ <b>87,000</b>	<b>8,700</b>	<b>8,700</b>
Advertising						
Awards and Prizes						
Contractual Services - Organization	\$465.31	\$ 25,000	<b>27,000</b>	\$ 27,000	<b>27,000</b>	<b>27,000</b>
Contractual Services - Events/Programs	\$45,430.00	\$ 75,000	<b>75,000</b>	\$ 75,000	<b>75,000</b>	<b>75,000</b>
Co-Sponsorships						
Cost of Food Sold						
Cost of Merchandise Sold						
Cost of Participation						
Cost of Services Sold						
Registration Fees	\$5,007.00	\$ 7,000	<b>7,000</b>	\$ 7,000	<b>7,000</b>	<b>7,000</b>
Entry Fees	\$80.00					
Rental	\$3,168.86					
Travel	\$30,628.78	\$ 34,000	<b>36,000</b>	\$ 36,000	<b>40,000</b>	<b>40,000</b>
Equipment/Durable Goods	\$93,265.74	\$ 10,000	<b>10,000</b>	\$ 10,000	<b>12,000</b>	<b>8,000</b>
Equipment - Capital	\$98,773.12	\$ 18,000	<b>22,000</b>	\$ 22,000	<b>25,000</b>	<b>15,000</b>
Insurance	\$9,215.00	\$ 9,250	<b>9,250</b>	\$ 9,250	<b>9,250</b>	<b>9,250</b>
Repairs and Maintenance	\$30,470.39	\$ 10,000	<b>10,000</b>	\$ 10,000	<b>12,000</b>	<b>12,000</b>
Utilities						
Penalties and Fines						
Miscellaneous Expenses	\$65.00					
Change Funds						
Business Taxes	\$13,392.00	\$ 17,500	<b>17,500</b>	\$ 175,000		
Wages - Student	\$119,212.37	\$ 110,000	<b>115,000</b>	\$ 115,000	<b>140,000</b>	<b>140,000</b>
Wages - Non-Student	\$170,768.95	\$ 230,000	<b>235,000</b>	\$ 235,000	<b>240,000</b>	<b>240,000</b>
Wage Taxes - Non-Student						
<b>Total Expenditures</b>	<b>\$659,720.75</b>	<b>\$ 591,050</b>	<b>610,050</b>	<b>845,850</b>	<b>633,550</b>	<b>619,550</b>
Revenues-Expenditures = Change in Fund Balance	-\$125,207.12	\$ (116,018)	<b>(135,018)</b>	(354,818)	<b>(140,518)</b>	<b>(126,518)</b>
Fund Balance at Start of Year	<b>\$695,117.68</b>	<b>\$ 472,342</b>	<b>548,641</b>	356,324	<b>413,623</b>	<b>273,105</b>
Fund Balance at End of Year	<b>\$569,910.56</b>	<b>\$ 356,324</b>	<b>413,623</b>	1,506	<b>273,105</b>	<b>146,587</b>

# WHUS Executive and Operations Board Meeting

Friday, December 19th, 2025

11AM Online [Virtual Link](#)

## Attendance

**Executive Board:** Colin Edwards, Marli Miller, Henry St. Pierre, Lily Goldblatt

**Operations Board:** Katie Servas, Aidan Cruz, Vincenzo Carbone, Paige Ferreira, Ria Kowalski

**Other:** Jason McMullan

*Called to order at 11:02 am*

## **New Business**

1. Motion to approve minutes from 12/1/25  12\_1\_25\_Minutes
  - a. *Moved by Marli*
  - b. *Seconded by Henry*
  - c. *Motion passes unanimously*
2. Motion to approve minutes from 12/4/25  12\_4\_25\_Emergency\_Minutes
  - a. *Moved by Marli*
  - b. *Seconded by Henry*
  - c. *Motion passes unanimously*
3. Motion to approve SASFAC 2026 documents  Kuali.pdf
  -  Student Activity Fee Budget Projection Form WHUS Updated.xlsx
    - a. *Moved by Lily*
    - b. *Seconded by Marli*
    - c. *Motion passes unanimously*
4. Motion to approve up to \$500 for camcorder travel cases
  - a. 2 options: [bag](#) or [hard case](#)
  - b. *Moved by Henry*
  - c. *Seconded by Marli*
  - d. *Motion passes unanimously*
5. Motion to approve up to \$205 for SESAC license  whus sesac invoice 62458\_712094\_January2026.pdf
  - a. *Moved by Lily*
  - b. *Seconded by Marli*
  - c. *Motion passes unanimously*
6. Motion to approve up to \$700 for studio upgrade router  Q WHUS-000 121725 router 2025.12.17.pdf
  - a. *Moved by Lily*
  - b. *Seconded by Marli*

- c. *Motion passes unanimously*

## **Discussion**

1. Studio update
  - a. *The Studio C upgrade has not yet started but will be soon. There is not a set date when the studio will be completely upgraded.*
  - b. *There was an issue with the comrexes this past week but Jason is working on fixing the issue before the next sports broadcast!*
  - c. *The phones in Studio A are working minus one function which is still being fixed*
2. Spring TRIAD retreat - [RSVP](#) regardless of attendance!
  - a. *The Spring 2026 TSOS training and retreat will be held on Saturday, January 24th at 10 am in the Werth Tower*
  - b. *This is a required training and all executive members must attend*
    - i. *Operations board members and assistants are also welcome and recommended to attend*
    - ii. *Food will be provided*
    - iii. *Jose plans to let us out at a reasonable time*
3. Battle of the Bands
  - a. *Sire has not yet received information about booking another space for Battle of the Bands and is looking to find one!*
  - b. *Paige will be posting the application link on socials within the next few days*

## **Updates**

1. Pay period early deadline: 12/22

## **Reminders**

1. Reduced hours over break

*Motion to adjourn at 11:23 am*

*Moved by Henry*

*Seconded by Lily*

*Motion passes unanimously*

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