Jaguar Production Crew Union Board Meeting  
January 12, 2015 at 5:00 PM  
Skinner Meeting Room, 2nd Floor of the JSAC

I. **Call to Order:** 5:02 PM

II. **Approval of Agenda**
   a. Taylor motioned to amend the agenda and change the date listed from, “November 10th, 2014” to “January 12, 2015”. Octavia seconded that amendment  
   b. Octavia motioned to approved the agenda as amended. Taylor seconded that motion.

III. **Approval of Minutes**
   a. Motion: Brittany  
   b. Second: Octavia

IV. **Vacant Position Updates**
   A. Amma let the union board know officially that the Vice President for Administration, Graphic Designer, & Family Fun Chair positions have recently become vacant and the executive board as a whole decided not to replace the positions and leave them vacant for the rest of the semester because adding new people to the board would mess up the group dynamic that Jaguar Production Crew has worked a semester to build and the time it would take for a new union board member to get acquainted with the position would be too long.

V. **Tardy Updates**
   a. Amma let the union board know that shanece has enrolled in a class that is from 5:30PM-6:45PM on mondays that she can not avoid because she needs it to graduate. She stated that the executive board met and decided that it would be okay for her to stay on Jaguar Production Crew as long as she came to the Union Board meetings from 5:00-5:15PM and do her Homecoming Report at the beginning. Amma also informed the board that Xavier has to work on Mondays every week until 5:00PM on the dot so he will be late to the Union Board meetings from now on. Amma and the Executive Board decided that would be okay for the rest of the semester.

VI. **Homecoming Report**
   A. Shanece let the union board know that the homecoming shirts should be coming soon. She also encouraged the board to apply for Homecoming Court and to spread the word to anybody else to apply for it as well. She also mentioned that Homecoming Ambassador applications were open as well and encouraged the board to apply to that as well. She also mentioned that Members of the homecoming Executive Council will shadow CREW members on ClubFest and help work the event.

VII. **Event Checklist Overview**
   a. Hot Cocoa with the CREW  
      i. JoVawne informed the board that Hot Cocoa with the CREW will have two parts, one for the Summerville campus and one for the Health Science Campus. The Summerville campus’s event will be on Thursday, January 22nd at 9:00AM to 11:00AM with a set up time at 8:30am and the attire being the white Teal Tuesday shirts and appropriate bottoms and will take place in the Lobby of University Hall and the JSAC Breezeway. The Health Science campus’s event will be on Tuesday, January 20th at 7:00 Am to 8:30 AM with a set up time at 6:30 AM and the attire being the CREW polo and appropriate bottoms and will take place in the Medical Commons building and the Health Sciences building. He also stated that the CREW will be partnering with Sodexo to provide hot beverages in some of the locations and in the other locations, CREW members will be providing the hot beverages.
b. CREW UNplugged
   i. JoVawned informed the Union board that the first CREW UNplugged will take place Tuesday, January 27, 2015 from 12:00 to 2PM with set up beginning at 11AM. He stated the first two performers for the series will be Celena Smith and Ashley Elim. The attire for that event will be the CREW polo and appropriate bottoms and that CREW will be giving away customized CREW beanies to individuals who fill out the assessment for the event.

VI. Event Checklist Review
      i. Brittany informed the Union Board that ClubFest will be this Wednesday and the set up will start at 9:30AM with the event starting at 11AM. The attire will be the Homecoming T-Shirt and that the event will be Hollywood themed with organizations competing to have the best themed booth. The check in for organizations will start at 10:30AM. The organization with the best themed table will win $50 in programming money. All novelties for the event will be located in the JSAC Breezeway. All novelties will require 3 tickets to receive them. To do the Karaoke station and the photobooth station will require no tickets. She mentioned that there will be champagne styled mocktails and there will be a “CREW NEWS” section that will include a CREW member walking around interviewing people and asking them questions from the assessment survey. There are borrowing media services Karaoke machine. Two inflatable trophies and film strips will be placed in the front of the JSAC Ballroom. She also mentioned that the Work day for ClubFest is January 13th and that organizations had the option to write their names on a big gold star that would be laid out on the floor. Homecoming Executive Council will also be sharing the table with Jaguar Production Crew and a few members of the council will shadow various CREW members around the event. Homecoming Executive Council will be giving away homecoming shirts to individuals who come to the table and post about homecoming coming on a first come, first serve basis. Taylor mentioned that Paper hearts will be sold at ClubFest for a $1 and will be posted on SLE’s windows.
   b. GRU on the Move: Retro Skate Night
      i. Taylor informed the Union board that GRU on the move: Retro Skate night will be this friday from 8pm to 11pm at the RedWing Skating. the attire during the day will be the “Event Tonight” shirts and the attire for the event will be Retro themed costume. The event is free for all GRU students and the price for one guest will be $10. Food will be provided for free and students will wear blue wristband and guests will wear a yellow wristband. There will be a costume competition and a best dancer competition will be chosen around 8:30PM. at 9:00PM there will be a dance competition and the winner will be selected by popular vote. The winners will receive $25 in Jagcash and the white Teal Tuesday shirts will be given to the event attendants to tie dye. The party area of RedWing will be where the tye dying happens after they fill out an assessment. She also mentioned that a shuttle will run from the UV and Res 4. Danielle informed the board that she will not be at the event neither along with Amma.

VII. Event Committee Times & Updates
   a. Event committee Meeting updates
      i. Live Entertainment Cultural will meet on
      ii. Special Events (Family Fun) will meet on
iii. Traditions will meet on
iv. Membership (ClubFest & GRU on the Move) will meet on
b. Public Relations
   i. JoVawned informed the board that the Public Relations Committee will meet 2nd & 4th Wednesday from 4PM to 5PM

VIII. Event Committee Times & Updates
A. Assessment:
   a. No updates
B. Budget
   a. No updates
C. Collaboration
   a. Taylor informed the Union Board Delta Chi put in a request for the poker chip set that CREW owns. She also stated the Georgia Regents University Gospel Choir & The Initiative have put in a Co-sponsorship request.

IX. VP for PR Report
1. Flyer Sign-ups
   a. JoVawne passed around the flyer sign up sheet again to replace the empty spots left vacant by the past members of the union board who did not return. He also informed that the executive board decided not to fill the Graphic Designer position and that Shawna will be designing all of the CREW flyers until the end of the semester.
2. Social Media Updates
   a. JoVawne informed the Union board of his idea of having a “Social Media Coordinator” that would be selected from an interview process. He informed the board that he was only opening the applications up to associate members of Jaguar Production Crew.
3. Videographer Updates
   a. JoVawne stated that Jaleel Bolden will be the new Videographer for the CREW this semester and will be paid to record two of Jaguar production crew's events.
4. CREW hosts the GRU basketball Game
   a. JoVawne informed the board that the CREW will be hosting the GRU vs. Armstrong State University Basketball game this Wednesday at 5:30PM & 7:30PM. He stated the set up time would be 4:30PM and the attire would be the new CREW teal tuesday shirts and appropriate bottoms. CREW will collect $1 for the Heart Walk during the women’s half time game and in exchange for the donation, the attendant would be allowed to shoot a ball into the basket from the 3 point line. If the attendant made the shot then they would receive a free GRU basketball along with a free CREW teal tuesday shirt. During the men’s half time game, attendants would be allowed to shoot from the half court and if they made the shot then they would receive a free GRU basketball and a Teal tuesday shirt. All participants would receive a shirt whether they made the shot or not.

X. VP for Membership Report
A. Heart Walk Updates
   a. Taylor informed the board that everyone should be able to sign up and create a team for the Heart Walk. To sign up a team all they would need to do is go to the Heart Walk website.
XI. **VP For Administration/Presidents Report**
   A. Amma stated that she would continue to leave the VP for Administration report on the agenda just so that she would not get confused. She informed the board that the NACA Nationals Delegation would be Taylor & JoVawne.

XII. **Advisors Report**
   1. Jessica reminded the board to complete the StrengthsFinders inventory and that she had books available in her office to read and that the board needed to complete the Diversity Assignment before the retreat on January 19.

XI. **Adjournment: 6:48PM**