LSU Student Bar Association

Meeting Minutes

July 10, 2022 at 7:04 pm

Via Zoom



1. Call to Order 7:04 pm
2. Roll Call
	1. Neyah Johnson - Executive President
	2. Lance Harvey - Executive Vice President
	3. Autumn White - Executive Secretary
	4. Andrew Hughes - Executive Treasurer (Excused)
	5. Summer Whittington - Executive Director of Programming
	6. Ryan York -3L Class President
	7. Connor McCain - 3L Class Vice President
	8. Mckenna Dorais - 3L Class Secretary
	9. Catherine Rutherford - 3L Class Representative
	10. Lindsey Tizzard - 3L Class Representative
	11. Alaysia Johnson - 2L Class President
	12. Mekkah Husamadeen - 2L Class Vice President
	13. Mary Burchill - 2L Class Secretary
	14. Ansley Sumner - 2L Class Representative
	15. Diamond McCray - 2L Class Representative
	16. - 1L Class President
	17. - 1L Class Vice President
	18. - § 1-1L Class Representative
	19. - § 2-1L Class Representative
	20. - § 3-1L Class Representative
	21. - LLM Representative
3. Public Input
4. Funding Requests (3L President)
	1. **Motion** to expend up to $2,500 from the Inside Account to fund the mailing/shipping of composites for Classes 2020 and 2021 made by Ryan.
		1. Fourth floor asked us to expend additional funds to mail these out. We normally cover production of the large composite and then the smaller composites that go out to individuals. In 2020 and 2021, SBA did not cover those shipping costs and now we are still trying to get those shipped out.
	2. Seconded by Connor.
	3. Motion passes unanimously.
5. Reading, Correction, and Adoption of the April 13, 2022 Minutes
	1. **Motion** to adopt the minutes by Autumn.
	2. Second by Ryan.
	3. Motion passes unanimously, minutes are adopted.
6. Committee Reports
	1. Academics Committee – Chair & Vice-Chair: Amberlee Nix; Ann Marie Rome
	2. Athletics Committee – Chair: Coleton Guidry
	3. Community and Media Committee – Co-Chairs: Emily Fields; Kerry Steen
	4. Diversity and Professionalism Committee – Chair: Renae Pierre
	5. Elections Committee – Commissioner: Evan Gaudet
	6. Safety, Sensitivity & Sustainability Committee – Chair: Rubenie Stimphill
	7. Student Technology Fee Committee – Chair: Bryton Clark
7. Executive Officer Reports
	1. President
		1. Updates from Administration
			1. Parking
				1. Is still up in the air rn. Normally a number of orgs and SBA and Law Review get parking spots in faculty Albin will give us update when he has one.
			2. Orientation
				1. Emailed Carroll multiple times, she said she would get back to us in a week or so with an update on that.
		2. Office Clean-out
			1. Starting this week Neyah will be there on Thursdays and Friday, so if any of us have time this summer to stop by and clean that would be great. Want to have it more organized with some more seating and storage space.
		3. SBA Calendar
			1. Major Events:
				1. Joint Day of Service with PILS (new tradition)

Fall – Aug 27

Spring – Jan 21

* + - * 1. Stud Org – Aug 18
				2. Powder Puff – Oct 19 (Oct 5)
				3. Hats and Canes – Nov 5
				4. Dress for Success – Feb \_\_\_
				5. Barrister’s Ball – March 4
				6. Ass Flat – March 24
				7. 1L Elections – Packets on Aug 22nd, Due on Aug 26th at 5pm. Elections on Sept 9th (tentative).
		1. Meeting Time for Upcoming Semester
			1. SKIPPING the first day of classes. First meeting on Aug. 22.
			2. Mondays at 7:30 – tentative but probably sticking.
			3. Please make sure that we are telling organizations we are involved in that SBA is high priority, so we are not missing too many meetings.
		2. Football Tickets
			1. Sending out link for ticket signups the first week of school.
			2. The 7 home game package is $126 plus processing fee. Only 300 tickets available for the Law School section. SBA does not have anything to do with tech errors for tickets, as the orders will be processed by the Athletic Association.
	1. Vice President
		1. Council of Student Organizations Update
			1. Council of Student Orgs had a brief meeting on June 30th – were informed of the upcoming Org Fair in August, the procedure for submitting org updates, the overview of funding requests and “tiering” of event funds. Lockers and submission of organization documents were also discussed.
			2. Also covered what the expectations are from SBA’s perspective.
			3. Notice of events:
				1. Want at least a two week notice prior to org events.
				2. For blasts, deadline is Saturday at noon.
			4. Tier System:
				1. Funds less than $100 – contact Lance, rough estimate of activity and attendance
				2. $100-250 – needs a specific purpose for the event, more flexible and most used.
				3. Greater than $250 – highest showing of planning required, must be requested at least two weeks in advance, org should tie in Admin on planning/request and show an educational/beneficial purpose.
		2. Student Organization Fair – on August 18th
			1. Lance will be sending out a signup sheet to orgs.
	2. Secretary
		1. Room Scheduled for the Upcoming Semester (coming soon!)
		2. Social Media Updates/Requests
			1. Hats and Canes announcement
			2. Student Org Fair promos
		3. Transfer Google number to 2Ls – just need Mary’s Gmail to transfer.
		4. Canva
			1. **Motion** to expend up to $120 from the Outside Account for an annual pro subscription by Autumn. (Will amend this motion for reimbursement at first meeting in Fall.)
			2. Second by Catherine.
			3. Motion passes unanimously.
	3. Treasurer
		1. Annual Secretary
			1. **Motion** to reimburse Andrew $115 for the annual filing required b Sec. of State by Connor.
			2. Second by Mckenna.
			3. Motion passes unanimously.
	4. Programming Director
		1. GIFs
			1. First GIF
				1. At The Station on August 19th, no food. DJ included for free. Some specials but not set in stone yet.
				2. $500 rental fee (very generous deal)

**Motion** to expend $500 from the Outside Account for the rental fee for the Station by Summer.

Second by Catherine

Motion passes unanimously.

* + - * 1. Wristbands priced at $5; sell them throughout the first week of classes.
				2. Need to figure out payment situation – Neyah: ticket tailor.
			1. Networking Event
				1. At Midtap on September 2nd, there will be a band for us.
				2. Partially in connection with the Academics Committee, as a place for Mentor/Mentees to meet and to meet local attys.
				3. Booking fee is $100; $1,500 for food for about 200 people.

**Motion** to expend $100 from Outside Account for MidTap booking fee by Summer.

Second by Catherine.

Motion passes unanimously.

* + - * 1. Ticket pricing: students for $10; attorneys for free?\* (Undecided still for now)
				2. Purchase tickets through a LinkTree website on Instagram.

Neyah: meant to be an after 5 drinks with colleges kind of thing. Wants to keep the location cheaper so that students aren’t paying too much to network.

* + - 1. Mixer with Southern Law
				1. At the Bulldog on September 9th, just front and outside patio and upper lounge.
				2. $450 rental fee. MINIMUM $2,500 must be spent, don’t have to front this.
				3. If we want food catered, need to order before and that can also go to our minimum we need to spend.
				4. Will price wristbands soon.
			2. “Main Lobby” is booked for every weekend this Fall.
			3. Other GIF’s will be smaller and at bars that aren’t charging us, but this may mean that there aren’t specials.
		1. Events
			1. Belly Up to the Bar – Baton Rouge Bar Assoc. on Oct. 14th
				1. Summer is waiting for more info from Mitchell
				2. Law student tickets are $25 each if you buy before event.
				3. Cook off with firms and law schools, it’s a networking event basically. Sign up link should be fine to find law student participants for the cook off.

Neyah: Albin said this is a fundraising event for BR Bar Assoc., so it’s like 99.9% sure that we cannot use Inside Account funds for the cook off portion.

* + - 1. 1L Halloween Party
				1. Summer: Should we go ahead and pick and book the bar for that weekend and let 1L’s plan the rest once they are elected?

It was decided that the 1Ls will take the lead on this as soon as they are elected.

* + - 1. Christmas Party
				1. At Fred’s. (One of the two events we are going to have there.)
			2. St. Patrick’s Day Parade (March 2023)
				1. Portal to sign up for a float is not open yet on the website.
				2. Going to look at float options soon, and then will send out the application for that soon. We did **not** lose our spot in the parade!!
1. Class Officer Reports
	1. 3L Class
		1. Hats & Canes
			1. Reached out to Bobbi Zaunbrecher with Alumni Office – event dates below!!
				1. Ryan: Took a while to get with Alumni Office on this. Most of the event will be organized by the AO, except for the reception.
			2. Reception/Cocktail Party
				1. November 4, 2022 “family” reception, still reaching out for venue.

USS Kidd seems like the most likely option rn for venue.

* + - 1. Toast/Ceremony
				1. November 5, 2022 on PMH steps, Alabama game, same day as alumni reunion.
				2. Tailgate will be hosted by Alumni Office. Opened about 4 hours before game; about halfway through the tailgate, the Toast/Ceremony will take place!
				3. About $1,000 for hats and canes, but this quote was from 2019 so it’s subject to change. AO will purchase and SBA will reimburse from Inside Account. AO will handle booking a bartender for champagne pouring and also catering.
			2. Shirts
				1. B Unlimited as vendor for shirts. Still putting together designs and style.
		1. Assault & Flattery
			1. Committee
				1. Connor and Summer are AssFlat Committee chairs.
				2. Applications for A&F Committee have been sent out, deadline to send those in is August 5 at 5 pm.
			2. Event Date: March 24, 2023. Email sent to The Varsity re: booking date, waiting on response. Not sure about flexibility for the date at this point due to the strain on the calendar in the Spring.
	1. 2L Class
		1. 1L Orientation
			1. Lockers
				1. Going to check for broken and open lockers next week.
			2. Orientation Merch Sale
				1. Still waiting on date for this because Dean Carroll has not updated us on the days students will be on campus yet.
		2. Fall Merchandise Sale
			1. B Unlimited is the vendor. They are local and offer direct buy and shipping for specialty items. They also offer bulk orders which is what we will be using for our sale.
			2. Designs have been finalized!!
		3. Barrister’s Ball
			1. Event date: March 4, 2023
			2. Most likely going to book the Lyceum.
				1. Fits 610 people. Offers catering and bar. More information coming soon.
				2. Neyah: Alaysia, once you have a venue booked, you, Drew, and I will need to meet to go over your budget to make sure everything is accounted for and ticket pricing matches the spending.
1. Old Business
	1. Motion to expend up to $70 from the Inside Account to purchase garment rack, lint rollers, and tie hangers for the Safety and Sustainability Committee’s Suit closet.
		1. Motion by Ryan.
		2. Second by Connor.
		3. Motion passed unanimously.
2. New Business
3. Adjournment
	1. Motion to adjourn by Mekkah.
	2. Second by Neyah.
	3. Meeting adjourned at 8:08 pm!