Call to order: 12:45PM

Roll Call

Members (Present) Ex-Officios (Present)
Eric Wagenhals Mark Dodson
Paul Snyder
Karen Furuya
Derek Smith

Members (Not Present) Ex-Officios (Not Present)
Alex Matviychuk [not excused] Jan
Forrest Tyree
Brook Bower

Old Business:

- Review of Bylaws
  - Karen suggested that we move on in the interest of time.
- Discussion on future meeting format
  - The committee will agree to suspend Robert’s Rules (for speaking) at specific times during future meetings to make discussion easier and more casual/business-like. [Mark noted that this is a clarification of a few sections of our bylaws]
  - Co-chair discussion: we need to recognize one chairperson to run the meeting. (Mark)
  - If someone felt that a meeting was getting out of hand, they could simply ask the chair to reinstate Robert’s Rules for the rest of that particular session.
- Meeting schedule
  - Meetings stay at 12:50PM on Thursdays. Someone will check with Alex; Karen will e-mail for schedules and then get back to everyone by the next meeting.
- Call for Proposals (Modes of communication and target audiences(Student Involvement in proposals))
  - How do we get to the students? How do we reduce the barriers for writing proposals?
    - E-mail
    - Proposal Writing Workshops
• Survey?
• Printing Issue…
  o CONFLICT OF INTEREST ISSUES: Karen will look into conflict of interest issues (members putting proposals down on the table…)
• Review of sample proposals
  o …I don’t have anything down in my notes for this; I think we skipped it?

New Business:
• Approval of the minutes dated 3/4/04
  • Moved, voted: 3 in favor, 0 abstained.
• Approval of the minutes dated 3/11/04
  • We do not have the 3/11 minutes available at this time, so we will move on.
• Proposal Calendar
  • Approved the proposed schedule with changes discussed. (1 week all the way down.) Voted: 3 in favor, 0 abstained.
• Establishment of an advertising sub-committee
  • Karen nominated Derek to do the website.
  • Karen will ask Shelly Jo on subcommittee. (Pseudo-secretary?)
  • Derek said we should get the banner made and get it hung up.
  • Alex, being a part of the Ledger may be good for a position (on the advertising sub-committee)
  • Derek volunteered to coordinate a meeting time. (see e-mail from Derek dated 3/30/04)
• Other items as necessary

Announcements:
• As Necessary
  o WE SHOULD BE POSTING THE MINUTES!!!
• The UW Seattle Tech Fee website is: http://techfee.washington.edu/

Adjournment: 2:10PM