



MEETING AGENDA
Saturday, April 12, 2008
Central Washington University
400 E. University Way, Ellensburg, WA

State Board of Directors Meeting
Room 301, Student Union & Recreation Center

- I. Call to Order **(11:00am)**
- II. Roll Call, Introductions
- III. Additions and Changes to the Agenda
- IV. Approval of Minutes
 - a. Board of Directors, April 12, 2008
- V. Reports
 - a. Board-specific officer reports
- VI. New business
 - a. Review of by-laws associated with elections and voting
 - b. Recommending a constitutional amendment for a one-vote assembly minimum
- VII. Announcements (5 min)
 - a. June 14, 2008, 11:00am at Eastern Washington University, Cheney, WA
 - b. Summer recess. September TBA.
- VIII. Adjournment **(12:20pm)**

General Assembly Meeting
Theatre, Student Union & Recreation Center

- I. Call to Order **(12:30pm)**
- II. Roll Call of Member Associations
- III. Additions and Changes to the Agenda
- IV. President's Address
- V. Officer Reports
- VI. Approval of the 2008-2009 WSL budget
- VII. Issues and agendas
 - a. Breakouts and reports
- VIII. Elections
 - a. President
 - b. VP of Legislative Affairs
 - c. VP of Communications
 - d. VP of Finance
 - e. VP of Recruitment and Retention
- IX. Succession of the chair
- X. Adjournment

Note: Time limits for discussion and adjournment are subject to extension and debate.

A QUICK GUIDE TO BASIC PARLIAMENTARY PROCEDURE

To Do This	You Say This:	May You Interrupt the Speaker?	Must You Be Seconded?	Is the Motion Debatable?	Is the motion Amendable?	What Majority is Required?
Introduce business	"I move that..."					
Object to incorrect procedure being used	"Point of order"	Yes	No	No	No	No vote is taken, chair rules
Seek clarification from the previous speaker	"Point of information"	Yes, if urgent	No	No	No	No vote is taken, chair rules
Object to something which prevents your continued participation (ex. Excessive noise)	"Point of personal privilege"	Yes	No	No	No	No vote is taken, chair rules
Object to a motion being considered	"Objection!"	Yes	No	No	No	2/3 majority
Consider something out of its scheduled order	"I move the agenda be amended in order to deal with the following item..."	No	Yes	No	No	2/3 majority
Vote on a ruling of the chair	"I appeal the chair's decision"	Yes	Yes	Yes	No	Majority
Overturn the ruling of the chair	"I challenge the chair on..."	Yes	Yes	Yes	No	Majority
Change/Amend a motion	"I challenge the chair on..."	No	Yes	Yes	Yes	Majority
Have a motion studied more before voting on it	"I move to the motion be referred to..."	No	Yes	Yes	Yes	Majority
End further discussion on a motion until later in the meeting	"I move that the motion be tabled until..."	No	Yes	Only to time	Yes	Majority
Postpone consideration of motion until a future meeting	"I move that the motion be postponed until..."	No	Yes	Only to time	Yes	Majority
Raise a matter previously tabled	"I move that the motion...be lifted from the table"	No	Yes	No	No	Majority
Reconsider a motion already voted on earlier in the meeting	"I move that motion...be reconsidered"	Yes	Yes	Yes (if original motion was)	No	Majority
End debate on a motion	"I call the question" or "I move the previous question"	No	Yes	No	No	2/3 majority
Suspend rules temporarily	"I move to suspend the rules so that..."					
Ask that everyone's vote on a particular motion be recorded in the minutes	"I call for a roll call vote"	No	No	No	No	No vote required, chair rules
Verify a voice vote by having members stand	"I call for a division" or "Division!"					
Recess the meeting	"I move that the meeting recess until..."	No	Yes	Only to time	No	Majority
End the meeting	"I move that the meeting adjourn"	No	Yes	No	No	Majority

General Assembly Voting Guidelines

May 10, 2008

1. VOTES PER MEMBER

The following is the breakdown for the General Assembly voting, according to the WSL Constitution, Article II, Section C, "General Assembly Membership," which reads:

"Voting membership at the Washington Student Lobby General Assembly shall be one vote per 2500 FTEs as assigned in the biennial budget adopted by the Legislature and signed by the Governor of the State of Washington. Voting members shall be designated by their student association."

The formula proscribed the Constitution shall be used at the General Assembly. The breakdown looks as follows:

SCHOOL	FTEs*	VOTES
UW	33782	13
WSU	19112	7
CWU	8952	3
EWU	8996	3
WWU	12022	4
UW-T	2109	1
BCC	10,338	4
Total votes		35

* 2007-2008 Budgeted FTE's as Passed by the 07-09 Operating Budget (SHB 1128, pg. 211-212)

2. PROXIES

Rules regarding proxy votes are found in the WSL By-Laws, as follows:

203.00 Voting proxies shall be limited to **one proxy for each representative student** attending, and proxies shall be held only by students of the same member association.

3. MULTIPLE ASSOCIATIONS PER CAMPUS

Rules regarding a split of votes between multiple student associations (such as at UW and WSU) are found in the WSL By-Laws, as follows:

204.00 For institutions with student populations represented by numerous recognized student associations, the number of votes per association shall be **divided by proportional population** benchmarks established by the institution.

In other words, ASUW & GPSS and ASWSU and GPSA should negotiate the proper division of votes roughly according to the student headcount.

- Attend two General Assembly meetings or three Board of Directors meetings
- Be a current member student of a member association.
- Be nominated by a board member. Nominations continue up until the General Assembly convenes.
- Receive a majority of General Assembly votes. If more than two candidates run for the same office and none receive a majority, there will be a runoff.
- Be prepared to assume the duties of your position at the conclusion of the GA.

Duties

In addition to any other duties assigned by the Board of Directors, officers have the following duties:

President

- Chair the meetings of the WSL.
- Negotiate and execute contracts on behalf of the WSL.
- Supervise the duties and activities of employees and contracted services.
- Authorize budgeted expenditures up to \$500 or up to \$5000 in the case of budgeted travel expenditures.
- Prepare the agendas of the WSL

Vice President of Legislative Affairs

- In the absence of the President or in the event of his/her inability to act, perform the duties of the President.
- Draft a recommended Legislative Agenda, and associated principles for consideration by the General Assembly.
- Monitor and report on relevant Legislative and Agency actions.
- In the event that staff or an advisor is unavailable, train legislative liaisons prior to the legislative session.

Vice President of Finance

- Act as the treasurer and chief financial officer.
- Track and provide periodic reports on the finances.
- Create a draft budget for consideration by the General Assembly.

Vice President of Communication

- Act as the clerk and secretary of the WSL meetings.
- Maintain the active and inactive rosters of members and membership associations.
- Prepare correspondence with member institutions and the press.
- Coordinate all activities with media.
- Maintain the current website.

Vice President of Recruitment and Retention

- Create and maintain collaborative relationships with new and prospective members.
- Assist new and existing members in enhancing student advocacy on campus.
- Assist new members with budget planning and implementation.
- Facilitate the process of becoming new WSL members for interested student government associations.
- Create and implement an annual member recruitment and retention plan.

Washington Student Lobby - BUDGET

As recommended to the GA by the Board of Directors on April 12, 2008

	Official 2005-2006	Official 2006-2007	Official 2007-2008	Recommended 2008-2009
Revenue and dues:				
University of Washington (ASUW)	\$ 3,000	\$ 4,500	\$ 4,500	\$ 25,337
University of Washington (GPSS)	-	3,500	4,500	-
Western Washington University	17,000	14,000	4,500	9,017
Central Washington University	4,000	4,500	4,500	6,714
Eastern Washington University	3,000	3,000	4,500	6,747
Washington State University (ASWSU)	10,000	4,500	4,500	14,334
Washington State University (GPSA)	-	4,500	4,500	-
Washington State University - Vancouver	-	-	-	1,416
The Evergreen State College	-	-	4,500	3,124
Bellevue Community College	-	-	-	7,342
University of Washington - Tacoma	-	-	-	1,582
Interest on savings ¹	100	100	40	200
Total Income	37,100	38,600	36,040	75,813
Payroll:				
Executive Director salary ²	-	28,000	28,000	33,000
Executive Director expenses	-	-	5,000	5,000
Advisor/lobbyist salary	12,000	9,000	9,000	9,250
Advisor/lobbyist expenses	3,560	3,560	3,560	3,560
Payroll taxes	-	-	-	4,000
Operations:				
Rent	3,800	4,150	3,900	3,900
Telephone and DSL	1,400	1,000	1,000	1,000
Office supplies, technology, furniture	1,200	1,100	2,600	1,100
Insurance	240	400	400	400
Officer & Board of Directors expenses	1,800	1,000	1,000	800
Licenses, dues, fees	196	100	100	100
USSA Congress Travel (4 Reps) ³	-	-	4,000	4,000
USSA Membership Dues ⁴	-	-	900	3,791
Miscellaneous & discretionary	710	700	700	700
Advertising & promotion	-	-	-	500
Board of Directors training	-	-	-	1,200
WSL Lobby Day	-	-	-	1,000
Accounting & legal ⁵	3,200	-	1,000	1,000
Staff training hosted by USSA	-	-	-	500
Legislative liaison training, support	-	-	-	700
Reserve				312
Furniture, furnishings	100	100	100	-
Chapter reimbursement ⁶	3,100	-	-	-
Grassroots organizing	3,600	-	-	-
Statewide student association dev. ⁷	5,000	-	-	-
Total Operations	39,906	49,110	61,260	75,813
Net Budget Balance	\$ (2,806)	\$ (10,510)	\$ (25,220)	\$ 0
<i>Estimated carryforward assets</i>	<i>n/a</i>	<i>n/a</i>	<i>\$70,660</i>	<i>\$70,972</i>

1 - Interest earned on unspent cash & savings invested in Money Market Savings & CD accounts

2 - Funding increased to reflect significant increase in duties from job type change from Administrator to Executive Director. Payroll taxes were removed from salary and listed separately in 2008-2009.

3 - Travel for airfare, lodging, and per diem is provided for four WSL attendees, with priority attendance for the executive board in chain of command

4 - USSA membership dues increase from 2.5% to 5% of income after the first year of membership, which was 2007-2008

5 - Reinstated for costs associated with taxes and legal advice for a 501(c)(4) non-profit status

6 - With the previous funding model, Chapters and student governments were awarded a reimbursement totaling 10% of all revenues generated from individual student contributions that were submitted to the WSL

7 - Costs related to seeking legislative authorization of a Statewide Student Association (2006)