

SAAC Meeting Minutes November 20, 2007

1. Attendance
 - a. Lauren Aldridge
 - b. Reminder; If un able to make meeting let Jenni know
2. Review Meeting Minutes
 - a. Questions from last meeting
3. SWARM
 - a. Time line of events
 - i. Marketing must go up two weeks before the event (flyers and e-mail)
 - ii. Supplies must be gathered the week of the even and turned into Jenni at her office
 - iii. Workers arrive at least 15 min. before the beginning of the athletic event/have materials ready
 - b. Dates of events
 - i. Women's Basketball – December 5 (Wed)**
 - 1. Tailgate/ raffle night**
 - 2. Volunteers**
 - a. Marketing (2 people) -- Jessica Lipstraw, Kristin Goldstein**
 - b. Cooks/food pass out (4 people) -- Kelly Coble, Trevor Matuszak, Kelly Neff, Troy Sccrest**
 - c. Raffle ticket pass out (2 people) -- Tracy Sauter, Renesha Noel**
 - d. Supplies (2 people) -- Craig Burke, Amanda Spitnale**
 - c. Writing a Sportsmanship Statement**
 - i. Begin thinking about a statement**
4. Constitution
 - a. Look over other institutions SAAC constitutions**
 - b. Write SAAC Constitution in steps**
 - c. Start with a mission statement**