



**GRADUATE STUDENT ASSOCIATION**  
**University of Rhode Island**

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**URI Executive Council Meeting Minutes**

**Date:** 11/03/2022, 12:30pm – 1:30pm

**Location:** Room 300 Memorial Union

**Members in Attendance: (Executive Council)**

Patricia Crawford	President
Islam Dymov	Vice President
Reuben Ahorklo	Treasurer
Kara Li Liu	Secretary

**I. Call to Order**

1. The GSA Executive Council meeting was held on 11/03 in Room 300 Memorial Union. It began at 12:30pm and was presided over by Patricia with Kara as secretary.

**II. Approval of Meeting Minutes**

1. A motion to approve the minutes of the 10/27 meeting was made by Kara and seconded by Islam.

**III. Reports of Officers**

1. Vice President Report
2. Treasurer Report

**IV. Old Business**

1. Treasurer
  - Get access to our bank account.
    - o Fill out and sign forms to submit to the manager at the credit union.
2. Transportation
  - Reuben:
    - o Obtain contact information and confirm the cost.
    - o Identify passenger capacity.
3. P-Card
  - Patricia: Contact Controller to see if we can get one.
4. Halloween Bowling
  - Graduate fellow students were happy to attend. Feedback received is we should plan more events.
5. Budget
  - 900 accounts
    - o Reuben: Contact Kathy Kantor (working on the reimbursement process).
    - o Patricia: Our only access to funds at this time.
  - Bank Account
    - Reuben: Confirm name on file at credit union.



## GRADUATE STUDENT ASSOCIATION University of Rhode Island

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- Islam: There were problems with turnover with the bank from the previous administration.
- 6. Student Support
  - Iranian students would like to start their own organization. They will attend the Senator meeting and discuss at the next meeting.
- 7. Etal Email Account
  - Patricia:
    - o We don't have access to it.
    - o For now, use our personal emails.
    - o We will create our own GSA email account through Google Groups.
- 8. Senators
  - We will hold the senator meeting next Thursday (11/10, 12:30-1:30pm).
  - Islam (order pizza) & Reuben (receipt).
  - Islam will go over senator roles and responsibilities.
  - Patricia: We will ask for volunteers for our open webmaster and GAU liaison positions.
- 9. Google Group
  - Patricia will create a new google group with the email list sent from graduate school.

### **V. New Business**

1. Roles and Responsibilities
  - As outlined in Constitution
2. Email Communication
  - Use personal emails until google group is created.
3. Invoice Process
  - Patricia: Will forward emails from Kathy Kantor-our fiscal clerk.
  - Reuben: Fill out and sign forms and submit them to Kathy for reimbursement.
4. Bank Account
  - Patricia: We are working on the process to get access (fees required for reinstatement as well as document submission).
5. Faculty Advisor
  - We voted and decided that Cara Mitnick will be our faculty advisor.
6. Holiday Events
  - Options: Rock climbing, Friendsgiving, Holiday-cookie party, Potluck
7. Webpage
  - We will update the GSA webpage once we get a Webmaster.



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8. Contact graduate school for Food Purchasing for the November 10<sup>th</sup> Meeting.

**VI. Announcements**

N/A

**VII. Adjournment**

Patricia moved that the meeting be adjourned, and this was agreed upon at 1:30pm.

Kara Li Liu  
11/03/2022