Event Services Committee Minutes

Tuesday, April 18, 2017
Attendees: Charles Amerson, Ann Butzer, Dr. DeLois Lindsey, Fallon Roberson, Jessica Abbott, Sgt. Lovley

1. **ASU Spring Ball Benefit**
   ***Event Cancelled***
   We are putting on a pageant and the proceeds go to charity by the name Uheal which provides Medical Education to Nigeria.

   **Tuesday, April 30, 2017**
   **7:30 pm – 10 pm**

   **Location:** GSU North & South Café

   ***Many details for this event are not completed. Mary will work with Ms. Lois to resubmit their Operations Plans by Thursday, April 20th.***

   Level 1 event sponsored by ASU.

   Raising money for **Upper Hill Eye & Laser Centre (Uheal)** by collaborating with other schools within the Greater Hartford Region. Schools include:
   - CCSU
   - UConn
   - ECSU
   - SCSU
   - University of Bridgeport

   **Food/Catering Needs:**
   Will provide light refreshments
   - Mary will need to contact Ann Butzer for a food waiver

   **Ticket Sales:**
   Anticipating on selling tickets at the doors. Based off the Operations Plan the ticket sales will be capped at 130 attendees. Mary will have to confirm with the number of students that will arrive from the other schools to determine if the allotment of tickets will increase.

   **Ticket Prices:**
   - $5 for instate students
   - $7 for students not

   **Committee Members Concerns Include:**
   **Ms. Lois:**
   How the students will travel from the other schools onto the University of Hartford’s Campus.
   - The students will need to note how the students will arrive onto campus? Will they take bus?
   - If they are taking a bus, ASU will need to work with Public Safety for Parking Permits

   **Public Safety and Ms. Lois:**
   - Sgt. Lovley is concerned about the guests who will coming onto Camus. If they do not purchase tickets in advance, how do we know who is coming?
   - With the event being advertised at other Universities, how we control who comes onto campus?
   - Will CSC be needed, know that this event is a Level 2?
     - Charles and Ms. Lois explain that this is a sit down event.
Mary will need to provide a list of the contestants participating in the event
- Contestants will arrive at 5 pm and Guests will arrive at 7 pm
- Questions to ask the other schools:
  - how many members are in your org
  - how many members will arrive to the event
  - who will be attending

SCA Resources Requested:
- SCA Café Lighting & sound system
- Will need to work with Felecia about the use of the Spring Staging in the Cafe
- Looking to request additional rooms for the six (6) contestants to change looking for GSU 218.

Presented by: Mary Gyeidu
African Student Union

2. Free HIV and STI Testing

Free HIV testing by AIDS CT sponsored by Spectrum. This event for all UHART students and Faculty/staff. Testing is performed by trained nurses and medical professionals from AIDS CT.

Thursday, May 4 2017
12 pm – 4:30 pm

Location: GSU 335/339

AIDS Connecticut Form

Level 1 event sponsored by Spectrum.

Working with AIDS Connecticut (AIDS CT). AIDS CT will take care of their own medical waste. An Executive Board member from Spectrum will be directing students about the testing and will be handing out condoms in the lobby of GSU.

Charles had a concern about students who may be overwhelmed or react to any news given to them. Will there be a professional on site to provide counseling to students who may need it?
- Spectrum will work with the counselors in CAPS so that they are aware of any walk-ins during the event. about students who may need counseling during the event.
- The Executive Board members will be taking shifts between directing students and monitoring the reserved rooms upstairs in GSU

Student Center Resources Requested:
- Eight (8) 6ft Tables
- Ten (10) Chairs
- Pipe & Drape Panel

Requested by: Courtney Krepps,
Spectrum
3. **SAE Paddy Murphy**  
Run / Walk  
Friday, May 5, 2017  
2:30 pm – 4 pm  
Level 1 event sponsored by Sigma Alpha Epsilon Fraternity.  
Honoring Fraternity brother Paddy Murphy:  
- The walk will start at B Lot at 2:30 pm  
- End at the Village Quad 5  
Lt. Lyons will be accompanying the group and walk with the group. A Patrol Cruiser will accompany the group by shadowing the group around campus.  
SAE will provide their sound equipment and podium for the event.  

Presented by: Daniel Campollo,  
Sigma Alpha Epsilon Fraternity

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4. **Miss Alpha Sig**  
Performance / Showcase  
Beauty Pageant for the Sororities of the University of Hartford.  
Sunday, May 7, 2017  
8 pm – 10 pm  
Location: GSU North and South Café.  

***Ronald will resubmit his Operations Plan so that he can return to the ESC meeting on Tuesday, April 25th***  
Level 1 event sponsored by Alpha Sigma Phi  
Ronald is working with his Brothers from his fraternity; no help from Pat. on this event.  
- Ronald has not received help with the planning of this event from his Greek Life Advisor  
- Ms. Lois suggests that he contact Felecia Bumpus to receive some assistance.  

Ronald is looking for additional funding in order to financially contribute to the use of the Spring Staging.  
- Felecia has instructed Ron to contact Jason from Hillel & SGA  
- Ronald has contacted Vincent from SGA but he will need to speak to Liam McCusker, who is the VP of Finance.  

Charles will make an effort to get in touch with Patrick Payne in order to help Ronald.  

Presented by: Ronald Ordonez,  
Alpha Sigma Phi