

**Student Activity and Service Fee Submission Form
for
Trustee Organizations (all campuses)**

Welcome to the 2023-24 SASFAC process. If you need timeline, process, or resources, please visit the TSOS website [here](#).

Organization Contact Information

Display Name

NetID

Stanton, Henry

hms19010

Email

henry.stanton@uconn.edu

Your Organization:

WHUS Radio

Organization Website

[Click to visit](#)

Organization Social Media Information

Instagram - @whusradio Twitter - @whusradio Facebook - WHUS Radio

Please provide your Organization's Mission and a brief history

The University of Connecticut's radio station was established in 1923 with the call sign "WCAC." By the early 1940s, it had become WHUS Radio. Since then, it has functioned as a non-commercial, student-operated FM radio station. 'UConn's Sound Alternative,' WHUS offers a wide range of music, news, podcasts, sports broadcasts, and public affairs programming. WHUS Radio has been a valuable resource for UConn students and the surrounding community.

The primary purpose of WHUS Radio is to operate the non-commercial FM Broadcast Station licensed to the Board of Trustees at the University of Connecticut while providing learning opportunities for University of Connecticut students.

WHUS Radio serves as a platform to amplify and empower both the local and university communities by providing a space for them to share their stories. The station aims to deliver a broadcast service featuring informative and entertaining programming, striving to create the best possible environment and opportunities for University of Connecticut students. Committed to fostering a diverse and inclusive environment, the station actively promotes content from all cultures and creators. Additionally, WHUS Radio offers a publicly accessible learning environment, to students and non-students, for those interested in gaining knowledge and experience in the fields of radio, music, and media.

Please upload a PDF of your current Organization-
al Chart.

[2023 WHUS ORG CHART \(1\).png](#)

Please upload a PDF of your Supplemental Excel
Sheet.

[FY24 Organizational-Chart-Excel-Supplemental.xlsx - Google Sheets.pdf](#)

What are your organization's current goals and how do they align with your mission?

WHUS hopes to continue benefiting the local and university communities in the fields of broadcasting and media. To ensure that, the organization is currently upgrading all studios with up-to-date broadcast equipment and technology

WHUS Radio is dedicated to providing learning opportunities for University of Connecticut students. Upon completing the studio upgrade and installation process, all staff and current membership will be re-trained with the new equipment. The organization will aim to increase its presence on campus, and in doing so increase involvement along the way. Coupled with hosting weekly committee meetings, workshops, concerts, and events, WHUS Radio will continue creating an inclusive space for individuals to learn, participate, and gain valuable professional skills in radio and media. While it took a hit during COVID-19, WHUS Radio's membership is now is at an all-time high and will continue to increase.

Activity Participation and Alignment

1) Briefly describe the programs and services you provide for your constituents that serve as the primary focus of your organization.

WHUS primarily provides a learning environment for students and individuals in the UConn community who are interested in broadcasting and media production. Three times a year, WHUS offers a broadcast training program, for students and community members interested in programming on WHUS-FM or WHUS2. WHUS also offers extensive training in other aspects of broadcast (music, news, sports, engineering, and production) as well as training in other media production (podcasting, videography, and mixing/mastering), as well as speaker events, tabling/giveaway events, and concerts.

Who is eligible to participate in your activities?

All undergraduate students across all campuses

All graduate students across all campuses

Faculty/Staff

Community Members/Guests

Financials

Please note that items 3-5 should total 100%

2) For what purpose do you spend any portion of your budget on the operations of your organization?

The allocation of a significant portion of our budget to the operations of the organization serves a critical purpose aligned with our core mission and the sustenance of essential infrastructure. The primary purpose of this allocation is directed toward the maintenance and upkeep of our broadcast tower and multiple studios, pivotal components for fulfilling our organizational mission. As our mission revolves around providing broadcasting services and valuable opportunities to students, the operational integrity of our broadcasting tower stands as a cornerstone priority. This infrastructure demands a substantial portion of our budgetary resources to ensure its consistent functionality and reliability. Ensuring the operational status of the broadcasting tower is paramount, given its central role in facilitating broadcasting services and opportunities for students. The robustness of our infrastructure directly impacts the quality and accessibility of the services we provide. Therefore, a significant capital

investment is necessary to maintain and enhance the tower's capabilities, ensuring uninterrupted broadcasting operations.

Moreover, the complexity and technical nature of managing studio and tower operations necessitate a dedicated and skilled workforce. The employment of consistent professional payroll is indispensable to maintain the technical expertise required for seamless operations. While the organization's primary focus is on students and their leadership development, addressing potential transitional gaps in technical expertise is crucial. This ensures continuity in operations, mitigating risks associated with technical disruptions that could hinder our mission fulfillment.

3) What percentage of your budget is to support your organization's operations?

60

Does your Organization pay any elected or appointed student leaders?

If so, please list and provide a brief explanation of student payroll.

Yes

The WHUS Executive Board consists of a General Manager, Operations Manager, Student Financial Manager, Training Director, Program Director, and Promotions Director. WHUS Executive Board positions are currently paid at a rate of \$18.40/hour. We budgeted for up to \$150,000 for student wages in FY24. Important to note: historically, students in paid positions very rarely work the total amount of hours allotted to them, so the actuals for student payroll will be much lower. They were \$111,384.42 in FY23.

Does your Organization pay for any non-student staff?

If so, please list and provide a brief explanation of non-student payroll.

Yes

We employ two non-students directly: a student organization advisor (salary), serving as the program coordinator and the backbone of professional operations at the station, and a chief engineer (contract) who is responsible for maintaining and repairing broadcast and tower equipment. We also pay TSOS for additional financial support through financial assistance with PRs and purchasing processes. We budgeted for up to \$140,000 in FY24 for non-student payroll.

4) What percentage of your budget is for programs and services for students sponsored by your organization (do not include expenses that are for members only)?

40

a) How do you determine if these programs and services meet your organizational goal/priorities?
b) How do you know if the program, and services you provide meet the needs/expectations of your constituents?

a)

Quantitatively, we employ various metrics to assess program effectiveness. These include quantifiable attendance at events and the extent of community awareness regarding our services and programs. Additionally, we track the count of current live broadcasters, podcasters, and the number of trained members actively engaged. These quantifiable measures offer insights into the utilization and popularity of our offerings, indicating alignment with organizational goals.

Qualitatively, we conduct surveys to gauge impact and gather feedback from both the community and our members. These surveys delve into the perceived impact, satisfaction levels, and areas for improvement. They provide nuanced insights into the qualitative aspects of our programs and services, enabling us to adapt and refine offerings based on feedback received.

b)

Quantitatively, we assess the effectiveness of our programs and services by monitoring quantifiable attendance metrics and community knowledge of events and programs. These metrics help gauge the resonance of our offerings within the community, reflecting whether they meet the anticipated level of interest and participation.

Qualitatively, we gather feedback through surveys and post-event/service assessments to understand constituents' experiences and perceptions. These qualitative takeaways, combined with the number of listeners for broadcasts and engagement levels, offer valuable insights into whether our services fulfill the needs and expectations of our constituents. This information guides us in tailoring programs and services to better align with their preferences and expectations.

5) For groups that fund Tier II student organizations, what percentage of your budget is allocated to them?

6) Please explain significant changes in the overall budget (spending plan) for this fiscal year since starting July 1, 2023, when compared to the previous year's budget and this year's original budget.

The WHUS board has undertaken a strategic approach to the operating budget for the fiscal year starting 7/1/23, with a clear focus on enhancing the resources and offerings available to the current community within the evolving radio landscape. Building upon the lessons learned from previous budgetary processes, the board has identified key areas for improvement, and FY24 marks a significant turning point.

A major allocation in the budget has been earmarked for the upgrading of the WHUS Radio's studios. Recognizing the importance of staying technologically current, the decision to invest in advanced equipment reflects a commitment to providing high-quality content to the community. This upgrade is not only a testament to the station's dedication to innovation but also positions WHUS to meet the evolving expectations of its listeners in a rapidly changing media environment.

Moreover, the board aims to elevate the presentation of current resources and offerings to communities by fostering transparency and engagement. The emphasis is on creating a more interactive and participatory experience for the audience, ensuring that the station's inventory is not only robust but also accessible and tailored to the diverse needs and interests of the community.

In alignment with these budgetary adjustments, the short-term goals for the organization revolve around strengthening community connections, improving the overall quality of content through studio upgrades, and enhancing the station's visibility through transparent and engaging communication.

These initiatives are strategically designed to reinforce WHUS's role as a dynamic and responsive community radio station, fostering a sense of belonging and satisfaction among its listeners. By investing in both technology and community engagement, the WHUS board envisions a short-term future where the radio station not only adapts to the changing media landscape but also emerges as a vibrant hub for community expression and connection. These efforts align with the overarching mission to serve and enrich the community through diverse and high-quality programming.

Revenue

7) What is the current Fee amount per semester/year?

18

- Storrs Undergraduate [Fees](#)
- Regional Undergraduate [Fees](#)
- GSS Graduate [Fees](#)
- Law Graduate [Fees](#)
- SSW Graduate [Fees](#)

8) Does your organization receive income from any source other than student fees?

Yes

- a) What are the sources of revenue you currently collect and how much is it that you receive?
- b) Are these sources consistent or variable from year to year?
- c) How is this revenue reflected in your organization's projected budget? Please explain.

a) WHUS Radio receives most of its revenue from annual student fees. It also receives revenue from different contractual services, including companies that rent space on its broadcast tower annually. It also receives revenue from admissions sales and registration fees to events, as well as accumulated interest on its bank account. In FY23, we received \$604,906.49 in total.

b) These sources are variable from year to year, as the number of student fees can change based on changes in enrollment, for example.

c) Our large amount of revenue is reflected by acting as a buffer for the large amount of spending WHUS Radio does, especially this year in FY24 with the ongoing studio upgrade process. It enables us to continue benefitting our constituency by paying for necessary equipment, hosting events and concerts, and keeping professional and student staff employed to run and operate the station.

Expenses

9) What are the top organization operational expenditures?

- Equipment - Capital
- Non-student payroll
- Student payroll

10) How are these expenses similar to or different from the previous year?

Non-Student Wages: These expenses are expected to increase due to salary raises for professional employees. This increase reflects the organization's commitment to retaining skilled professionals and rewarding their expertise, potentially enhancing the quality of services provided.

Student Wages: Anticipated to increase due to filling more positions, aligning with the organization's refocused effort to efficiently provide services and programs. The increase also accounts for larger plans and an anticipated heavier workload, indicating a strategic expansion to cater to growing demands within the organization.

Equipment - Capital: An increase in expenses is anticipated as plans to upgrade studio equipment will be expensed this year. This planned expenditure has been in motion across multiple board cycles, reflecting a strategic, long-term decision. The need to modernize outdated studios and equipment aligns with the organization's goal to maintain current standards and offer high-quality services and programs.

11) What are the top organization expenditures for programs and services that you fund?

Contractual Services - Events
Equipment - Capital

12) How are these expenses similar to or different from the previous year?

Contractual Services - Events: There is an anticipated increase in expenses due to the projection of hosting significant events and programs in the upcoming year. This surge in planned events follows the cancellation of a major event last year owing to unforeseen circumstances. The increased budget allocation signifies a concerted effort to revitalize and execute these events successfully, aiming to provide enriching experiences and opportunities for the constituents.

Equipment - Capital: As discussed in response to a previous question, there's an increase in expenses allocated for upgrading studio equipment. This upgrade is deemed essential and beneficial for constituents, aiming to modernize outdated equipment to align with current standards. This investment is expected to significantly enhance the quality and accessibility of services and programs offered by the organization.

13) What are the top expenditures for Tier II organizations (if applicable) that you fund?

14) How are these expenses similar to or different from the previous year?

15) What are your Organizational priorities, as reflected in your projected budgets, for the next two fiscal years?

Current studio upgrade and other purchases of audiovisual and broadcast equipment: Equipment - Capital (626):

Increased promotion of the station around campus and getting the word out about WHUS, through memorabilia giveaways, tabling/workshop events, and more collaboration events with other tier 3 and tier 2s to increase involvement and reach: Promotional Items (605) and Printing (606)

Travel in both years to South by South West (SXSW) conference in Austin, TX. WHUS has continued to send members to the annual media conference, giving them valuable skills and knowledge to bring back to WHUS, helping them develop professionally, and helping them create connections.

Travel to sports games. With a robust, well renowned, and well traveled Athletics program, we also plan to send sports broadcasters to more games so that we can increase coverage of one of the best programs in the country, and appeal to a wider base: Travel (624)

16) Is your Organization seeking a fee increase?

No

Fund Balance

17) If your Organization should carry over funds from one year to the next, what is the ideal (minimum) level of that fund balance and what is the justification for that amount?

For WHUS Radio, maintaining an optimal minimum fund balance of \$155,000 is imperative and strategically allocated to address the key components of our infrastructure. This allocation is particularly meticulous, with specific consideration given to Tower Repair and Studio Repair, amounting to \$100,000 and \$55,000, respectively.

Tower Repair (\$100,000)

A substantial portion of the fund balance, totaling \$100,000, is dedicated to Tower Repair, recognizing the tower's pivotal role as the organizational backbone. In the face of unforeseen damage or malfunction, swift intervention is paramount. The tower is not merely a structural element; it serves as the linchpin for the station's core operations. Any disruption to its functionality directly compromises our ability to broadcast, posing a risk to compliance with FCC regulations.

This prudent allocation reflects a proactive approach, ensuring WHUS Radio's preparedness to address unforeseen challenges promptly. It underscores our commitment to maintaining uninterrupted operations and compliance with regulatory standards, reinforcing our standing as a reliable community broadcaster.

Studio Repair (\$55,000)

Concurrently, \$55,000 is designated for Studio Repair, acknowledging the studio's centrality as the creative hub for content production and broadcasting. Maintaining an optimal studio environment is pivotal to upholding the quality and diversity of our programming. This allocation aligns with WHUS Radio's commitment to delivering content of the highest caliber to our discerning audience.

18) If your organization is carrying a fund balance above the ideal/minimum level - what planned expenditures are budgeted (in which upcoming fiscal year)with the intention to bring down the fund balance to ideal levels?

For FY24, WHUS budgeted for up to \$220,000 for capital equipment (626). This large number is a result of previous boards at WHUS intentionally spending less on capital equipment and saving up to upgrade all three broadcast/podcasting studios. All of the studios have been untouched for 20+ years and are now outdated. More specifically, this 'studio upgrade' involves purchasing and installing new audio boards/consolas and accompanying rack equipment for each studio. After starting the process at the end of FY23, WHUS is currently working with UConn Purchasing in an ongoing RFP (Request for Purchase). The process should be completed before the end of this academic year so that installation may happen next summer. Based on quotes given from the two vendors involved in the RFP, the entire purchase should end up costing around \$200,000, with variances in price depending on which vendor is chosen.

Include what your projected balance will be at the end of this year as well as the next two projected years.

FY24: 395,342 FY25: 303,524 FY26: 155,206

Other

Is there any additional information that the Committee should be aware of when reviewing your Organization's budget documentation?

Financials

Please upload the SASFAC Excel Sheet

[WHUS Student Activity Fee Budget Projection Form-23-25.xlsx - Budget Projection Form-1.pdf](#)

Advisor & FO Review and Commentary

1. Is the financial document (specifically the columns 'FY23 Actuals' and 'FY24 Updated', including the fund balance), as presented, an accurate record of the organization's financial status?

Additional Documentation Upload

No Response

Yes

2. Do you have comments regarding the FY25 Updated or FY26 Projected Budgets?

No

3. Please provide a narrative on the advising and compliance discussions you have had to date with the Org leadership regarding their finances.

WHUS has been saving up money for a number of years (at least 3) in order to pay for a studio upgrade. That project has been delayed, but will hopefully be completed this year. Passive revenue on the

tower from client has increased significantly, but maintenance fees will also soon increase with a new agreement between WHUS/UConn and DESPP.

Advisor/FO signature

Electronically Signed by O'Brien, Krista (krista.obrien@uconn.edu) - December 13, 2023 at 11:58 AM (America/New_York)

Organization Review and Vote

You've got through and made any necessary edits:

Yes

Date of formal Organization Budget approval

January 19, 2024

Please upload a copy of your Organization's meeting minutes reflecting an affirmative SASFAC packet vote.

[1-19-2024 Minutes.pdf](#)

Form Submission - Proposer

Submitted for Approval | Proposer

Stanton, Henry - November 18, 2023 at 3:23 AM (America/New_York)

Task

Task Completed

O'Brien, Krista - November 30, 2023 at 10:53 AM (America/New_York)

Org chart supplemental needs to be reformatted/saved as a PDF from excel, it's currently 330 pages; Jason is not a financial advisor, please adjust to show that you pay TSOS for financial support; answers to questions 3 and 4 do not equal 100%; change operational expenses from contractual services to equipment like the narrative; ass supplies/event as a top programmatic expense; columns FY25 and FY26 are blank; WHUS has been saving up money for a number of years (at least 3) in order to pay for a studio upgrade. That project has been delayed, but will hopefully be completed this year. Passive revenue on the tower from client has increased significantly, but maintenance fees will also soon increase with a new agreement between WHUS/UConn and DESPP.

Benjamin, Dawn

Task

Sent Back

Stanton, Henry - December 11, 2023 at 8:04 PM (America/New_York)

hi

Form Submission - Proposer

Submitted for Approval | Proposer

Stanton, Henry - December 11, 2023 at 8:13 PM (America/New_York)

Task

Task Completed

O'Brien, Krista - December 13, 2023 at 11:59 AM (America/New_York)

Benjamin, Dawn

Task

Task Completed

Stanton, Henry - January 30, 2024 at 2:13 PM (America/New_York)

Notification

Notification Sent

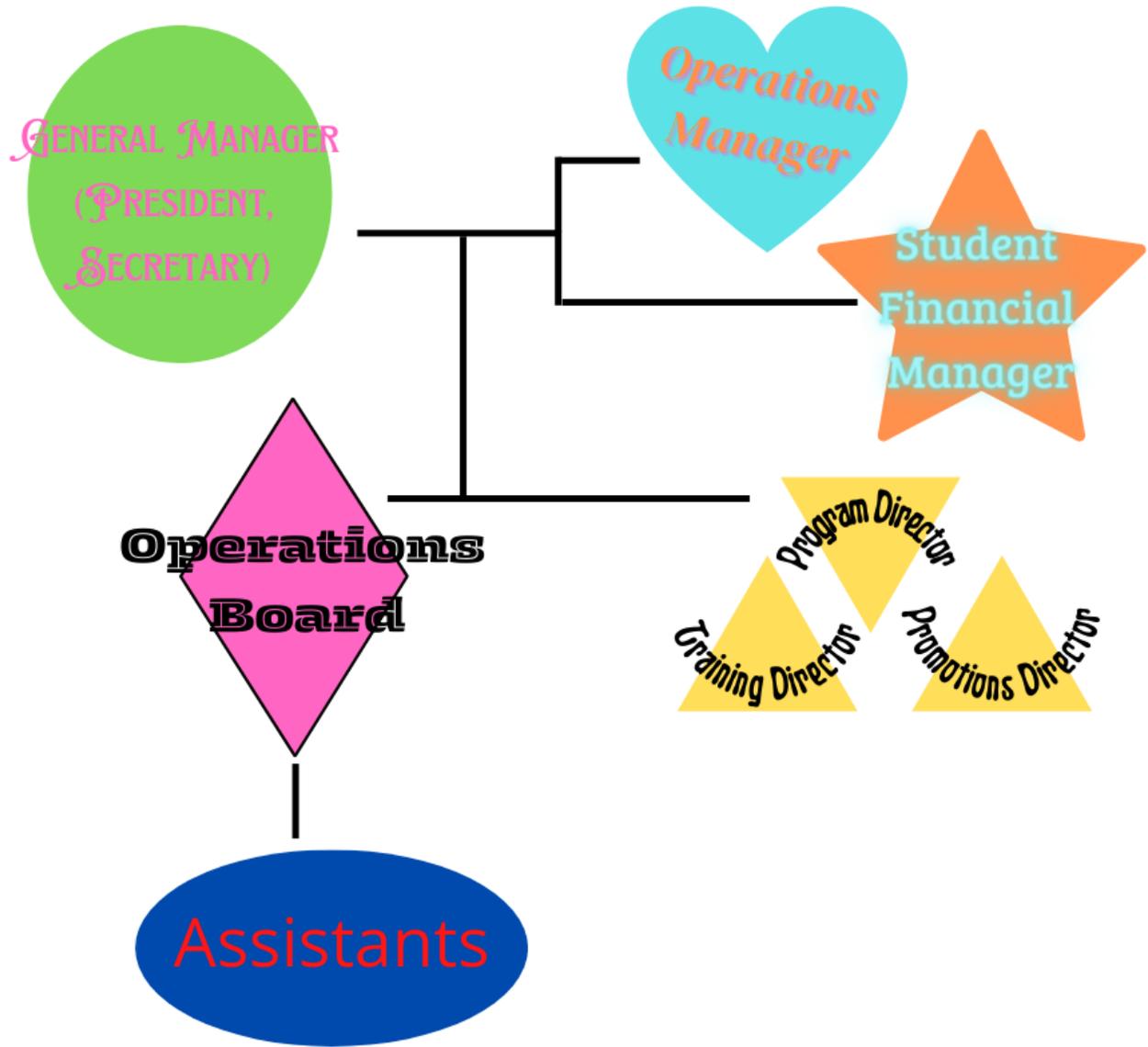
Clokey, David - January 30, 2024 at 2:13 PM (America/New_York)

Notification

Generating PDF

O'Brien, Krista

WHUS Organizational Chart



Org Position/Title	SOLID Equivalent	Authorized Signer?	Responsible for requesting or voting on use of Tier III Funds?	Time Approver?	Maximum Number of Positions in this Role	Paid?	Only complete if Position is Paid				Maximum # of hours an individual in this role is authorized to Work Per Pay Week (Fri-Thurs)?						Per Person: Total Wages at Maximum Pay, if Maximum Hours are Worked	Per Position: Total Wages at Maximum Pay, if Maximum Hours are Worked	Whole Organization: Total Maximum Student Wages
							Job Level	Job Code	Minimum \$/hr	Maximum \$/hr	Summer Break	Fall Semester	Fall Break	Winter Break	Spring Semester	Spring Break			
General Manager	President/Secretary	Yes	Yes	Yes	1	Yes	4	400	\$ 18.40	\$ 18.40	10	20	6	12	20	12	\$ 15,235.20	\$ 15,235.20	\$ 206,385.60
Operations Manager	Vice President	Yes	Yes	Yes	1	Yes	4	400	\$ 18.40	\$ 18.40	10	20	6	12	20	12	\$ 15,235.20	\$ 15,235.20	
Financial Manager	Treasurer	Yes	Yes	Yes	1	Yes	4	400	\$ 18.40	\$ 18.40	10	20	6	12	20	12	\$ 15,235.20	\$ 15,235.20	
Program Director		Yes	Yes	No	1	Yes	4	400	\$ 18.40	\$ 18.40	10	16	6	12	16	12	\$ 13,027.20	\$ 13,027.20	
Training Director		No	Yes	No	1	Yes	4	400	\$ 18.40	\$ 18.40	10	16	6	12	16	12	\$ 13,027.20	\$ 13,027.20	
Promotions Director		No	Yes	No	1	Yes	4	400	\$ 18.40	\$ 18.40	10	16	6	12	16	12	\$ 13,027.20	\$ 13,027.20	
Talk Director		No	No	No	1	Yes	3	381	\$ 16.40	\$ 16.40	10	12	6	12	12	12	\$ 9,643.20	\$ 9,643.20	
Music Director		No	No	No	1	Yes	3	381	\$ 16.40	\$ 16.40	6	12	6	8	12	8	\$ 8,265.60	\$ 8,265.60	
Sports Director		No	No	No	1	Yes	3	381	\$ 16.40	\$ 16.40	6	12	6	8	12	8	\$ 8,265.60	\$ 8,265.60	
Communications Director		No	No	No	1	Yes	3	381	\$ 16.40	\$ 16.40	6	12	6	8	12	8	\$ 8,265.60	\$ 8,265.60	
Live Production Director		No	No	No	1	Yes	3	381	\$ 16.40	\$ 16.40	6	12	6	8	12	8	\$ 8,265.60	\$ 8,265.60	
Events Coordinator		No	No	No	1	Yes	3	381	\$ 16.40	\$ 16.40	6	12	6	8	12	8	\$ 8,265.60	\$ 8,265.60	
Multimedia Director		No	No	No	1	Yes	3	381	\$ 16.40	\$ 16.40	6	12	6	8	12	8	\$ 8,265.60	\$ 8,265.60	
News Director		No	No	No	1	Yes	3	381	\$ 16.40	\$ 16.40	6	12	6	8	12	8	\$ 8,265.60	\$ 8,265.60	
Inventory Specialist		No	No	No	1	Yes	3	381	\$ 16.40	\$ 16.40	6	12	6	8	12	8	\$ 8,265.60	\$ 8,265.60	
Assistant Directors		No	No	No	8	Yes	2	211	\$ 15.40	\$ 15.40	6	8	6	6	8	6	\$ 5,728.80	\$ 45,830.40	
Committee Members						No											\$ -	\$ -	
DJs						No											\$ -	\$ -	

Code Description		FY23 Actual Amount	FY24 Original Amount	FY24 Updated Amount	FY25 Original Amount	FY25 Updated Amount	FY26 Projected Amount
R e v e n u e s	501.1 General Donations						
	501.2 Foundation Donations						
	501.3 Benefit Fundraiser Donations						
	502 Dues						
	512 Advertising						
	513 Awards and Prizes						
	514 Vendor Commissions						
	515 Contractual Services	102,733.44	97,658	104,502	97,658	104,502	104,502
	516 Co-Sponsorship		5,000		5,000		
	520.1 Admissions Sales	261.55	530	530	530	530	530
	520.2 Food Sales						
	520.3 Merchandise Sales						
	520.4 Participation Sales						
	520.5 Services Sales						
	522 Registration/Entry Fees	250.00					
	523 Rental						
	524 Travel						
	530 Penalties and Fines						
	531 Miscellaneous Revenue	106,641.25					
	533 Change Fund Returns						
540 Business Taxes							
546 Interest	24,486.25	1,500	15,000	1,500	12,000	10,000	
547 Student Fees	370,534.00	325,000	324,000	325,000	324,000	324,000	
Total Revenues		604,906.49	429,688	444,032	429,688	441,032	439,032
E x p e n d i t u r e s	601 Donations						
	602 Dues	3,440.00					
	603 Gifts		1,100		1,100		
	604 Photocopying						
	605 Postage	29.40	400	100	400	100	100
	606 Printing	2,580.20	1,000	2,800	1,000	2,800	2,800
	607 Promotional Items	1,255.05	10,000	8,000	10,000	4,000	8,000
	608.1 Refreshments - Organization	98.85	3,300	800	3,300	800	800
	608.2 Refreshments - Events/Programs	1,758.06	1,000	1,700	1,000	1,700	1,700
	609 Subscriptions	6,977.33		15,000		15,000	15,000
	610.1 Supplies - Organization	8,181.04	2,000	10,000	2,000	5,000	7,500
	610.2 Supplies - Events/Programs	35,719.04	500	1,000	500	1,000	1,000
	611 Telephone	13,624.07	8,700	8,700	8,700	8,700	8,700
	612 Advertising	60.00	3,000	-	3,000	-	-
	613 Awards and Prizes						
	615.1 Contractual Services - Organization	16,882.13		15,000		10,000	10,000
	615.2 Contractual Services - Events/Programs	65,485.22	90,000	82,500	90,000	60,000	80,000
	616 Co-Sponsorships						
	617.1 Cost of Food Sold						
	617.2 Cost of Merchandise Sold						
	617.3 Cost of Participation						
	617.4 Cost of Services Sold						
	622.1 Registration Fees	8,234.68	10,000	8,000	10,000	3,500	8,000
	622.2 Entry Fees						
	623 Rental	15,779.76					
	624 Travel	30,875.63	64,000	20,000	64,000	15,000	15,000
	625 Equipment/Durable Goods	3,139.64	10,000	5,000	10,000	2,000	4,000
	626 Equipment - Capital	17,195.98	10,000	220,000	10,000	10,000	18,000
	627 Insurance	21,082.00	12,000	9,250	12,000	9,250	9,250
	628 Repairs and Maintenance	534.50	1,500	19,000	1,500	7,000	10,000
	629 Utilities						
	630 Penalties and Fines	45.00					
	631 Miscellaneous Expenses		15,000		15,000		
633 Change Funds							
640 Business Taxes	14,443.00	20,000	17,000	20,000	17,000	17,000	
642 Wages - Student	111,384.42	150,000	115,000	150,000	120,000	125,000	
643 Wages - Non-Student	240,207.02	140,000	245,000	140,000	245,000	250,000	
645 Wage Taxes - Non-Student	34,886.75	87,000		87,000			
Total Expenditures		653,899	640,500	803,850	640,500	537,850	591,850
Revenues-Expenditures = Change in Fund Balance		(48,992)	(210,812)	(359,818)	(210,812)	(96,818)	(152,818)
Fund Balance at Start of Year		815,653	444,557	766,660	233,745	406,842	310,024
Fund Balance at End of Year		766,660	233,745	406,842	22,933	310,024	157,206

4WHUS Executive and Operations Board Meeting
Thursday, January 19th, 2024
3:00 PM In-person

Present:

Executive Board: Henry Stanton, Lee McAndrews, Vivian Qiu, Jonathan Kopeliovich, Erin O'Neill

Operations Board: Gill Brown, Kate Hoffert, Sophia Curran, Lorena Vega, Colin Piteo, NaShawn Livingston, David Mangahis, Colin Piteo, Thalia Salmon, Guilherme Tinoco, Henry St. Pierre

Other: Jason McMullan

Meeting called to order at 3:08PM

Dylan entered at 3:13PM

Shanice entered 3:16PM

New Business

- [1/4 minutes](#)
 - Motion to approve 1/4 minutes by Henry
 - Moved by Erin
 - Seconded by Lee
 - Motion passes unanimously
- Up to \$20K for Spring Fling [Offer Letter](#)
 - Motion to approve up to \$20k for Spring Fling Headliner by Hery
 - Moved by jonathan
 - Seconded by Erin
 - Motion passes unanimously
- Up to \$820 for [SU Reservation](#) for BOTB
 - Motion to approve up to \$820 for SU Reservation by Henry
 - Moved by Lee
 - Seconded by Jonathan
 - Motion passes unanimously
- Up to \$200 popcorn machine for BOTB
 - Motion to approve up to \$200 for a popcorn machine for BOTB by Henry
 - Moved by Dylan
 - Seconded by Vivian
 - Motion passes unanimously

- Up to \$400 for BOTB refreshments
 - Motion to approve up to \$400 for BOTB refreshments by Henry
 - Moved by Dylan
 - Seconded by Lee
 - Motion passes unanimously
- Up to \$100 for decorations for BOTB
 - Motion to approve up to \$100 for decorations for BOTB by Henry
 - Moved by Erin
 - Seconded by Dylan
 - Motion passes unanimously
- **SASFAC**
 - **Budget**
 - Motion to approve the updated budget for FY 24 by Henry
 - Moved by Lee
 - Seconded By Jonathan
 - Motion passes unanimously
- **SXSW**
 - Motion to approve up to \$14,700 for SXSW Travel by Henry
 - Moved by Dylan
 - Seconded by Erin
 - Motion passes unanimously
- October Monthly Bill
 - Motion to approve up to [\\$69,096.30](#) for October Monthly Bill by Henry
 - Moved by Dylan
 - Seconded by Dylan
 - Motion passes unanimously

Discussion

- BOTB
 - Poster
 - i. [Chosen poster](#)

Motion to enter executive session by Henry at 3:29PM

- Moved by Dylan
- Seconded by Jonathan

Motion to exit executive session by Henry at 3:31PM

- Moved by Jonathan
- Seconded by Dylan

- Live Pro Assistant Hiring
 - Motion to approve the hiring of the recommended candidate for the position of Live Pro Assistant by Henry

- Moved by Lee
- Seconded by Vivian
- Motion passes unanimously
- Sammy Rae & the Friends Interview
 - Sammy Rae and the Friends manager reached out to Shanice
 - They are coming to New Haven In February
 - Erin wants to interview
 - Driving down to New Haven?
 - **Will follow up**
- Hot Mulligan Giveaway
 - College street in april
 - Offered to do a ticket giveaway
 - **Will follow up**
- Secret Otto!!
 - Gift giving yayy

Updates

1. New lockbox for inventory closet
2. Election Committee
 - Lee will send out a when2meet for those interested in the committee
 - Plan to hold elections the week before spring break, operations board hiring following soon after

Reminders

1. [Spring 2024 Office Hours](#)
 2. Supervisor biweekly meetings
 3. TRIAD Retreat January 27th
 4. Keep! the station clean
 5. HuskyTime
 6. Work Credit Sheet (will be updated for this Friday's meeting)
 7. [Offer Letter Template](#)
 8. [Rejection Email Template](#)
 9. Station open door hours are 9-5 (Propped open)
 - a. **Lock the ops board room door when you leave and close the lobby door if you're the last to leave, OR if it's after 5!!!**
 10. SU reminder, if you don't have after hours access please leave before the building closes. Also, please cooperate with building staff.
- Adjournment

- Motion to adjourn at 3:47PM by Henry
- Moved by Vivian
- Seconded by Lee
- Motion passes unanimously