



## **KNIGHTS OF THE ROUNDTABLE**

Open Meeting  
October 16, 2013  
Henke Wing

I. Call to Order: 5:49 p.m.

II. Roll Call: All 12 Knights present

- Tyne Potgieter: Athletic Knight
- Edward Obsuth: Information Knight
- Teddy Babanao: Financial Knight
- Phil Allison: Parliamentarian Knight
- Energy Maburutse: Academic Knight
- Mickyle De Las: International Knight
- Gary Pelletier: Secretary Knight
- Mike Cronin: Public Relations Knight
- Casie Binkowski: Student Life Knight
- Carli Hornik: Community Knight
- Michelle Misas: Auxiliary Knight
- Zara Applestein: Clubs and Organizations Knight

III. Approval of Minutes: Friday, September 27, 2013

IV. Reports

A. Financial Knight

- i. Current budget: \$7, 634.48 – The budget increase is due to the refusal of funds from a club.
- ii. Online fund request: Budget guidelines and form may be found online on OSI and KOR webpages. KOR asks that clubs attach pre-purchase receipts.
- iii. Fluctuation of budget: If funds are returned to KOR, balance of funds will fluctuate.

B. Secretary Knight

- i. Open meeting minutes: After open meeting minutes have been approved, they will be posted on the KOR web page at [my.lynn.edu/KOR](http://my.lynn.edu/KOR).
- ii. Office hours: KOR is located on the second floor of the student center in Knights Court. Each Knight has at least two office hours per week. Knights wear their KOR shirts while on duty, so they are easy to spot. Office hours are posted on the KOR website.
- iii. Suggestion box: The suggestion box is located on the KOR web page at [my.lynn.edu/KOR](http://my.lynn.edu/KOR). All members of the Lynn community may submit a suggestion for review by the Knights.

### C. Academic Knight

- i. Academic updates: An academic forum will begin this semester for student and faculty concerns. The Knights are working with Academics to schedule a date. Once the date has been finalized, it will be posted on the Facebook page and on the website. Academics will have a table outside the dining commons during the week of October 20<sup>th</sup> in order to promote the forum.
- ii. Honor societies: Honor societies will begin after the fall 2013 semester and will be selected by representatives of each college. Anyone interested in forming a college honors society, should speak with the Academic Knight who will share the interest with Academic Affairs and the Office of Student Involvement.

### D. Athletics Knight

- i. Athletic attendance report: There has been a significant increase in attendance at sporting events. LynnKnight Madness was a huge success.
- ii. Athletics welcomes half time shows by any club or organization. If interested, speak with the Athletic Knight.
- iii. Baseball IMPACT program: Lynn's baseball team is participating in the IMPACT program. This year a ten year old boy from the program is participating in practices and games as well as assisting the coaches.

### E. Auxiliary Services Knight

- i. Auxiliary Services Knight office hours: Wednesdays from 2 – 4 p.m.
- ii. Use of suggestions box for Auxiliary Services: Please submit all reports or suggestions for Auxiliary Services through the online KOR suggestion box, which is found on the KOR webpage.
- iii. Oktoberfest event: Sodexo will host an Oktoberfest on October 23 from 11 a.m. – 3 p.m.
- iv. Use of accessibility buttons: The lifespan of these buttons is only 30 pushes. Therefore, think twice before using. There are many members of the Lynn community that must use the buttons to gain entry into campus buildings.
- v. Campus development: The Auxiliary Knight reviewed the completion dates for the soccer stadium, International Business Center, and the energy plant.

### F. Clubs/Organizations Knight

- i. Changes to the OSI Policy Handbook: All clubs and organizations are now required to complete 20 hours of community service.
- ii. Each club and organization must meet with an OSI staff member a minimum of once per month.
- iii. To reserve a meeting space, an event registration form must be submitted at least two weeks prior to the event date.
- iv. OSI must approve all banners hung outside the student center.
- v. Attending KOR open meetings: Each club and organization is required to have a minimum of two members present at all open KOR meetings. Otherwise, budget requests may be denied.

### G. Community Knight

- i. KAT commuter events: KAT now hosts commuter events at least twice per month. The events begin at 11 a.m. The next scheduled event will be held on October 23 on the library patio.
- ii. Parking on campus: As of spring 2014, there will be 54 new parking spots on campus.

#### H. Information Knight

- i. IT updates: IT is conducting updates in an effort to see which applications are used by students. This will help IT determine which applications should be kept or even added.
- ii. IT is looking into the issue of inconsistent Wi-Fi in the library.
- iii. Club/organization email addresses: All clubs and organizations are eligible to have a Lynn email address. If interested, please contact the Information Knight. The Knight will remain for a few minutes after the meeting to answer questions.

#### I. Parliamentarian Knight

Announcement section: An announcement section has been added to the open meeting agenda. If you have an announcement that you would like made at any open KOR meeting, please email the KOR Secretary Knight at [GPelletier@email.lynn.edu](mailto:GPelletier@email.lynn.edu) by the Monday prior to the open meeting. If you do not submit your announcement in this manner, kindly wait until all scheduled announcements have been made before speaking.

#### J. Public Relations

- i. Flyers: Flyers pertaining to the process for making suggestions have been created and placed around campus. Suggestions should be made at [my.lynn.edu/KOR](http://my.lynn.edu/KOR).
- ii. Social media: Contact the Public Relations Knight if you are interested in placing a post on the Facebook page.
- iii. Newsletter: The October newsletter has been posted on the KOR website. There are also copies on the KOR table.

#### K. Student Life Knight

- i. The Housing and Residence Life Excalibur Cup: The next event will take place on October 25 at the volleyball game. Lynn Residence Center is currently in first place.
- ii. Walk a Mile in Her Shoes: Walk a Mile in Her Shoes will take place on October 30. Registration will be between 11 and 11:45 a.m. with the walk beginning at 12 p.m. All males are invited to participate. If interested, meet in Perper Plaza. The Women's Center needs donations of shoes in sizes 10 and up.

#### L. International Knight

Founders' day will take place on November 1. The festivities will begin at noon with a speech by President Ross.

#### M. Advisors

No report

#### V. Old Business:

Secretary Knight – Smoking Proposal update: KOR is currently working on the proposal which will be presented at the next open meeting on November 20. KOR encourages all student smokers to provide feedback.

#### VI. New Business:

Parliamentarian Knight – Please wait until the end of open meetings to ask questions or make announcements.

#### VII. Announcements

- i. International Knight – The Marketing Club will market club and organization events.
- ii. Secretary Knight – Haunted Halls and Halloween Ball: KAT and HRL are collaborating with eight campus clubs to present the Haunted Halls and Halloween Ball on October 30. Marketing for the event will begin next week.

#### VIII. Adjournment

Motion was made by the Parliamentarian Knight to adjourn the meeting, which was seconded by the Information Knight. The meeting adjourned at 6:14 p.m.