In attendance: Paul B., Pamela D., Leimomi D., Gerri K., Denice K., Brian R., Jane U.

1. **Non-Instructional Day**
   A. Evaluation and comments were distributed by email. Response was overwhelmingly positive. The two individuals who responded “strongly disliked” likely misread the scale since there were no negative comments or suggestions for significant changes.
   B. Follow-up & suggestions
   Paul thanked everyone for his/her contributions and will send thank you letters. In the future, we will consult the cafeteria staff on quantities of food & we will ask for an RSVP from lunch attendees (to assist in getting a more accurate count).

2. **Budget Situation** (Handouts from Angela Meixell were distributed)
   A. We have **two accounts**: (1) Tuition and Fee and (2) UH Foundation. We have overspent the UH Foundation account and some of the grant awards have been switched over to the Tuition and Fee account. From now on, we must be attentive to from which account various expenditures are drawn.
   B. We currently have **no more money** to spend this year. Angela would like SDC to become a line item in the annual budget.
   C. We are encouraged to pursue **Fundraising**. It was noted that larger events make more money, but involve more planning and work.
      1. New ideas
         - Sell pedestrian flags
         - Bake sale
         - Silent auction
         - Food booth at Ho’olaulea
         - LCC sells roses through Watanabe Floral
         - Deliver flowers with messages to students/staff/faculty on campus
         - KCC does an annual breakfast for the community
         - Sailing canoe rides
         - Chile sale
         - Children’s games at the WCC Hoolaulea.
         - Selling pedometers
      2. Current fundraisers
         - White Elephant Sale: Try to get the room reserved for more time before & after to allow more careful sorting and display; limit donation time to allow for more control; alternatively, solicit donations earlier to improve quality.
      3. The fundraising goal is approximately $2000 for the year. The committee strongly feels that there should be a line item in the WCC budget for Staff Development and that members of the committee would be more than willing to testify in front of the budget committee to press that case.
4. **Staff Appreciation Day**  
   A. The committee decided to forgo Staff Appreciation Day for this year due to our budget situation.

5. **Next meeting:**  
   A. The next meeting will be on **April 20 from 9 am to 11 am in Kuhina 106**. This will be a potluck. Among the items to be discussed will be the following:  
      • Fundraising ideas and strategies.  
      • How to recruit new members  
      • Committee by-laws