

GLASS Steering Committee Meeting Minutes – February 3, 2015

1. The meeting was called to order at 6:17pm. All seven members of the Steering Committee were present.
2. The January meeting minutes and agenda were previously approved electronically. Brian Conlan provided a detailed summary of the treasurer's report and it was approved by a unanimous voice vote.
 - a. Laura Erickson-Hatalsky suggested that Members should be informed one a solo email regarding dues.
3. Senator Booker Event
 - a. It was noted that brown bag lunch with Senator Cory Booker would take place on February 25, 2015 at noon.
 - b. Cosponsors
 - i. It was brought up that the Senate Black Legislative Staff Caucus were open to being cosponsors of the event.
 - ii. The Steering Committee agreed to not reach out to the LGBT CSA as potential cosponsor, since another staff association was attached the event.
4. February Happy Hour
 - a. The Steering Committee settled on holding a happy hour on February 26, 2015.
 - b. It was mentioned the possibility of having the happy hour at Johnny's Half Shell and possibly cohosting the event with Q Street.
5. Mentorship Program
 - a. Brian Conlan announced that there were currently no applicants for the mentorship program.
 - b. It was suggested to send out a separate announcement email that would emphasize the program.
6. Elections

- a. Justin Laufer proposed retaining the “co-chair” title for the elections to the Steering Committee (sometime referred to as the “Board”). The notion was agreed to unanimously.
- b. Adam Henderson questioned if the group should change its name to just “GLASS.”
 - i. Justin Laufer proposed changing the bylaws to say the organization is known as “GLASS” without spelling out “Gay, Lesbian, and Allies Senate Staff.”
 - ii. Julian Miller and Adam Henderson agreed that the group should have a “tagline” included with the group such as “the LGBT Senate staff organization.”
- c. Timeline
 - i. It was agreed that the voting period for elections would last from Tuesday, February 17th through Monday, February 23rd.
 - ii. It was acknowledged that the transition Board meeting would take place on March 3rd, allowing one week of knowing the results before the transition.
 - iii. It was noted that the last day to “register” to vote (i.e. pay dues) was February 13th, so an e-mail blast should be sent out in the days immediately following the meeting.
 - 1. It was agreed that the voting process would permit “same-day registration.”
- d. The Board ensured that everyone whose vote was counted was a dues paying member and a Senate employee.

7. Social Media Update

- a. Andrew Fuentes reminded the Steering Committee to send invitations to the group’s friends, given the group’s closed Facebook status.

- b. It was brought up to outsource the list of attendees of the HIV briefing onto a listserv.
- 8. The next GLASS Steering Committee Meeting was tentatively scheduled for Tuesday, March 3, 2015 in Senator Baldwin's conference room.
- 9. The meeting was adjourned at 7:22pm.