03/28/16

Attendance: Olivia Martel, Bobby, Kyle, Alejandro, Ingrid, Ari, Viet, Fermi, Hussein, Ashley, Ting, Sam

Late attendance (>= 10 minutes):

1. Date for Spring Formal – Saturday, April 23
   a. Team will be setting up formal
   b. Viet emailed Brisma – setting up and removing furniture
      i. Contact removers for morning after event
      ii. Contact public safety
      iii. Approved by Marybeth
   c. Theme for event – Ting proposes Great Gatsby
      i. Make sure event advertisement clarifies that theme is a suggestion alone
      ii. Check partyfair.com for Gatsby-themed decorations (eg. Backdrop)
   d. Logistics – make sure guests are limited to 1 per student – avoids crowding like last Winter-themed event
      i. Possibly use the room between main sitting area and Porter’s lodge for decorations or taking pictures
      ii. Live performance – if using the common room, make sure that there are enough outlets
      iii. Budget is $4000
      iv. Bartenders – during last event, there were long lines because of inefficient bartending. We hired events from the student agencies
         1. Consider hiring Princeton Catering or inquire at Shoprite liquors (probably will not be able to get dbar bartenders)
         2. Consider having chilled and mixed drinks prepared before event – split lines into premixed drinks and special on-demand drinks

2. Social hour – have enough liquor supplies, everything is in order

3. Dbar – new stools for the bar and renovations of bar furniture
   a. Planning meeting later in the week with GSG present to determine pricing

4. Facilities
   a. Ingrid contacted experts at Jacobs music (Keith) to determine the cost of repairing piano in music room – piano is in bad shape. It is from 1970s. Full repairs without ordering parts would be several thousand dollars.
      i. Suggestion is to buy a new one – new would be ~$1500. A used baby grand piano would be $5000 (same type as the one currently in the music room). Jacobs is used by the university – they take care of piano removal.
      ii. Also reach out to alumni for piano donation
      iii. Consider moving pianos in coffee house to music room – inquire price of moving a piano across rooms from the moving company
      iv. Getting rid of music room facilities – send email to residents asking people to pick up their instruments within some timeframe
5. New GC common room now has more traffic because Butler common room is no longer available. There have been complaints from student groups about kitchen use during events.
   a. Graduate school is trying to understand if spaces like the New Grad College common room are being used properly
6. Projector room needs some renovation. The projector needs a bulb replacement, and the sound system would need to get repaired as well.
   a. Consider using a television instead of a projector because renovations of the projector would be just as expensive.

7.