

**SPO GENERAL MEETING:
MINUTES TRANSCRIBED ON ORIGINAL AGENDA
THURSDAY, JANUARY 25, 2007**

1. Announcements

- a. **Zach Huffman—undergrads meet with prospective student**
 - i. 2pm Friday, Feb 2 (VOLUNTIERS WERE FOUND!)
- b. **UpWords** (KATHLEEN)
 - i. In mailroom
- c. **APA Conference** (JOE – ALSO PASSED AROUND MEMBERSHIP SIGN UP SHEETS)
 - i. April 14-18
 - ii. About \$500
 - iii. Sign up if interested
- d. **Fundraising** (IDEA WAS MET WITH OPTIMISUM – NO OTHER SUGGESTIONS CAME UP)
 - iv. Breakfast in atrium once a week. 8:30-10:30
 - v. Sign up to help
 - vi. Ask for other suggestions
- e. **T-shirts** (DESIGNS WERE PASSED AROUND)
 - i. Last year's designs
 - ii. Submissions until Feb 8
 - iii. Voting through Feb 15
- f. **Dept. Head Searches** (LEAH)
 - i. Stress importance of student involvement
 - ii. Email Leah: lostenb2@uiuc.edu
- g. Upcoming SPO Events

Jan 29	(Mon)	Head presentation (12-1) and reception (5-6)
Jan 30	(Tue)	Head lunch (12-1)
Feb 1	(Thu)	Head presentation (12-1) and reception (5-6) + Joes Happy Hour (6)
Feb 2	(Fri)	Head lunch (12-1)
Feb 6	(Tue)	Lunch Social! (12-2)
Feb 8	(Thu)	Head presentation (12-1) and reception (5-6)
Feb 9	(Fri)	Head lunch (12-1)
Feb 15	(Thu)	General Meeting (5-6)
Feb 20	(Tue)	Professional Brown Bag: Nick Schmidt discussing combining planning with landscape architecture
Feb 22	(Thu)	Head presentation (12-1) and reception (5-6)
Feb 23	(Fri)	Head lunch
- h. Do you have other ideas for events that you'd be interested in doing independently or with SPO's help? (i.e., BBQ, etc.) We are here to provide assistance/resources for planning students to do so. Please speak to a board member afterwards or email us.

SPO GENERAL MEETING: MINUTES

THURSDAY, FEBRUARY 15, 2007

(Seven were in attendance during the meeting.)

1. Announcements

- a. Tommy Cafcas
 - i. Sustainability petition (this was passed around and signed)
 - ii. Volunteer found to run for the Illinois Student Senate planning slot
- b. APA Conference (Joe)
 - i. April 14-18
 - ii. About \$500
 - iii. Kathleen will put you in touch with others going!
- c. Fundraising
 - i. Breakfast in atrium on Mondays 8:30-10:30 (Coffee & Doughnuts for \$0.75 each)
 - ii. Sign up to help (sign up sheets are on the board in the computer lab)
- d. T-shirts
 - i. vote!: The city background design by Kathleen won.
 - ii. order them this week
 - iii. hope to get them in the next couple weeks
 - iv. spread the word to friends, teachers
 - v. pick them up at lunches from Board members in SPO office
- e. Dept. Head Searches
 - i. Stress importance of student involvement
 - ii. Email Leah: lostenb2@uiuc.edu with opinions

2. Upcoming SPO Events

Feb 21	(Fri)	Skate Night! 7:30-8:30 (open until 9:30) (To be hosted by Kevin and others)
Feb 22	(Thu)	Head presentation (12-1) and reception (5-6)
Feb 23	(Fri)	Head lunch (21-1)
Feb 27	(Tue)	Internship Talk (Volunteers still needed)
Mar 1-2	(Thu-Fri)	Planning Institute—sign up and help pattsi@uiuc.edu
Mar 7	(Wed)	Bill Power (FEMA) Alumni Day, lunch presentation, reception, and happy hour
Mar 8	(Thu)	Head presentation (12-1) and reception (5-6)
Mar 9	(Fri)	Head lunch
Mar 14	(Wed)	Juan Salgado (Instituto del Progreso Latino) Alumni Day, lunch presentation, reception, and happy hour

3. Do you have other ideas for events that you'd be interested in doing independently or with SPO's help? (i.e., BBQ, etc.) We are here to provide assistance/resources for planning students to do so. Please speak to a board member afterwards or email us.

SPO BOARD MEETING: MINUTES
 MONDAY, MARCH 5, 2007

1. Call to Order
2. Brownbags (5 min)
 - a. Bill Power (FEMA) Wed. Mar 7 (**Important that people go to this**)
 - b. Juan Salgado (Instituto del Progreso Latino) Wed. Mar 14 (**Try to attend this too**)
3. Fundraising (5 min)
 - a. start week of Mar 12 (**NOTE: This won't be possible if Eric is going to the tresuer's meeting Friday (as I believe he is) since I'll still have to turn in all our request forms on Monday the 12th. Realistically we should be able to start after Spring Break at this point**)
 - b. supplies (**Taken care of**)
 - c. logistics (**To be finalized before we actually start – we'll figure this out**)
4. T-shirt (5 min)
 - a. **T-shirts have been ordered! We the board need to go around and make this public. Sign people up on the sheets we passed around so that they may reserve their shirts.**
5. Head Search Redux (10 min)
 - a. Reflections (**A discussion of thoughts and opinions ensued**)
 - b. Mentoring (**We need to obtain the Alumni list from the office and start brain storming about how we're going to implement and build a supportive alum-student mentoring/internship network. A few ideas came to mind during the meeting; for those who wish to pursue this project make sure to come to the next meeting with more developed thoughts and ideas about this.**)
 - c. Communications (**One of our goals as the board now is to improve (or make a significant positive change) in departmental communications before the end of this semester...think about this as well and what needs to happen. Bring your ideas to the next meeting.**)
6. Refocus—SPO's pupose (35 min)
 - a. mission statement/constitution
 - i. *SPO's mission is to provide a vehicle for communication between staff, faculty and students in the planning program, provide forums for workshops and discussions, and organize social events for the department.*
 - b. Participation
 - i. Bi-monthly meetings are necessary
 - ii. General strategy should be that the social aspect among the students in our department will come from stronger participation at professional events we create. We need to not only make more professional events happen, but also find a real way to up participation.
 - iii. We as a board need to support and attend events that we host – if we make sure to do anything it's to set an example and show that we mean what we do to the students of this department.
 1. In general we need more of us to take initiative
 - a. Brown bags
 - b. Mentoring program
 - c. Orientation program
 - i. Grad
 - ii. Undergrad
 - c. Accountability
 - i. Review the constitution and come to next meeting with your suggestions changes (in electronic form, remember to use different font color when putting in your own words).
 - ii. Review what the constitution says about the responsibilities of your position, and make sure that you're fulfilling them.
 - d. Pending ideas/responsibilities
 - i. **Eric: Set up happy hours with musicians**

- ii. Kathleen: End of the year celebration
- iii. Andrew: Private parties (at private residences) are more enjoyable.
- iv. Joe to send email about alumni contact info
- v. End of the Year event: between now and spring break think about possible locations of where to host this and how to have it