



ASBTC

Executive Meeting

Associated Students of Bellingham Technical College

Striving for Student Success

Contact: asbtc@btc.ctc.edu | 360.752.8357 | Campus Center (CC) Room 300

MINUTES

February 20, 2014

- **Call to Order:** by President Marlon at 3:10 pm.
- **Attendance:**
 - Executives: Todd, Marlon, Gagan, Mike, Racheal, Ryan, Sam
 - Advisors: Malcolm, Nicole, Linda
 - Prospective Candidates: Chris Schwitter
- **Reading and Approval of Minutes:**

Minutes were not available for approval.

ACTION: Ryan to provide the electronic copy of minutes from Feb 13.
- **Funding Requests:**
 - ◆ **Electronic Engineering Technician Program-** Request for \$3000 for a symposium at Washington University on April 30, and May 1, 2014 to educate engineers in renewable energy. There will be 9+ attendees.
Motion to approve—first motion by Mike, Second motion by Todd. All approved
 - ◆ **Geomatics Technology Program**—Request for \$2900 for a L.S.A.W conference at the Tulalip Casino and Resort on 3/5/14-3/8/14.
Motion to approve—first motion by Todd, Second motion by Gagan Kaur. All approved.
- **Discussions:**
 - ◆ **Canvas Training** – To be held on February 27, 2014 in CC300.
 - ◆ **Honor Cords**—Graduation honor cords have been ordered.
 - ◆ **ASBTC Office Computers**—Upto \$1800 budgeted to purchase new computers and accessories for the ASBTC office.
Motion to approve—first by Gagan Kaur, Second by Todd, All approved.
 - ◆ **Board of Trustee Meeting**—New budget was approved by the BOT.
 - ◆ **Director of Communications**—Chris Schwitter offered his services for the position of Executive Director of Communications until elections are held. Motion made by Todd, Sam Davis seconded the motion. 4 approved, and Gagan abstained.

- ◆ **Graduation and End of Year Celebration**—Racheal and Sam will be co-chairing the Events Committee for the upcoming graduation celebration and end- of- year BBQ.
- ◆ **Committee training**—March 9, 2014 at _____
- ◆ **Proposal for a Budget Committee**—Ryan Chapman suggested he chair a new committee for budget adjustments called Fiscal Responsibility Committee. Mike was recommended for to chair because he is the director of finance. Motion to approve—first by Todd, Second by Gagan Kaur. All approved.
- ◆ **Finance/Budget Committee**—further information requested until further action can be taken to form a committee to record expenses of budgeted line items. Motion made by Todd. Approved by Mike, Ryan, and Sam. Racheal and Gagan abstained.
- ◆ **Informal Breakfast for Administration, Faculty, and Staff**—winter quarter breakfast will be held on March 12, 2014 in Settlemeyer Hall between 7:00 – 9:00 am. Budget is \$800.
ACTION: Marlon to contact Chef Marc for the menu
- ◆ **Veterans Club and Students of Color**—Motion tabled earlier was addressed today to request funds available for three students and one advisor to attend a trip to Arizona. \$11,100 is the budget, but not all is available because of upcoming events. Malcolm will allocate an additional \$2500 and will give details at a later time. \$3500 is available for the trip out of the \$11,100 budget.

➤ **Adjournment:**

- ◆ Motion made by Todd and seconded by Mike. Meeting adjourned at 5:10pm.

Executive Meeting Minutes Approved By:

Racheal Honeycutt, Director of Administrative Affairs-Minutes

Marlon Jennings, ASBTC President