



ASBTC

Associated Students of Bellingham Technical College

Striving for Student Success

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

EXECUTIVE MEETING MINUTES

June 12, 2014

➤ **Call to Order:** Meeting called to order by President Marlon Jennings at 3:11 pm.

➤ **Attendance:**

Executives: Ryan, Jennifer, Marlon, Amanda, Mike

Absent: Sam (excused), Gagan (excused), Racheal (excused)

Advisors: Malcolm and Nicole

Clerical support: Linda

Future Executives in attendance: David Clemenson

➤ **Reading and Approval of Minutes:**

❖ Motion to approve minutes for June 5, 2014 meeting by Amanda, 2nd Mike, all approved.

➤ **Funding Requests: No funding requests**

➤ **Guest:**

Meagan Bryson – Presented mockup of next year's student handbook cover.

Linda Crawford – Child and Family studies is having a family concert and open house October 11, 2014. They are asking that the ASBTC co-sponsor the event so that BTC students can purchase tickets at half price. Monies from the event will go to the scholarship fund for the parenting program.

❖ Mike made a motion for \$499 to sponsor the event, 2nd Amanda.

❖ Mike made a motion to rescind previous motion as the date of the event will be within next years budget.

Next year's Executive team will discuss co-sponsoring the event at the first meeting of the year in July.

➤ **Committees:**

Fiscal Responsibility:

- No updates.

Policy & Procedures:

- No updates.

Budget:

- Kip Zwolenski, Interim Director of Academics and Basic Skills, was to have presented budget for next year. He was unable to attend.

❖ **Discussion:**

- Amanda discussed starting an alumni program. The idea was presented to look into starting an ASBTC alumni program.
 - Dimitriy will be picking up the cupcakes for graduation from Fred Meyer's on June 24, 2014. They need to be picked up by 11 am. David has offered to help Dimitriy.
 - Amanda stated she will call Fred Meyer's to see if the cupcakes can be paid for with credit card over the phone.
 - Handbook photo and write up by Ryan is due no later than June 16, 2014 to Rachel Worthy.
 - ASBTC.org is working.
 - Next year's Executives should look into Quicken for the DOF for next year's budget.
- ❖ Mike made a motion to adhere to Roberts Rules of order, no one 2nd the motion. Amanda brought up the fact that a motion is not needed as it states in the constitution Roberts Rules of Order are to be followed.
- 2014 - 2015 Executive lunch with Administration held Tuesday June 10, 2014 is to come out of the future Executive participation line item. It was suggested that the event should have had a motion made on it and a vote to approve prior to the lunch. Malcolm apologized for the ball being dropped on this not having a motion prior to the lunch happening and that he would take responsibility for that. Amanda stated she felt hurt that she was not involved in planning the lunch since she is the Director of Communications and was on the events committee. Ryan brought up the fact the Amanda is not the chair or co-chair of the events committee and the events committee was to cover EOY BBQ and Commencement only. Malcolm stated he was happy with the way the discussion went, he was happy it remained civil. Our advisors commented that the Future Executive monies can only be used for future Executives and not the present team and with all the funds that were remaining in the Future

Executive participation line item this was a great event for both the Administration and 2014 – 2015 Executives.

➤ **Advisors Recap:**

- **Malcolm** – Appreciation dinner for facilities will be June 20, 2014 from 3:30 pm – 6 pm in the student lounge. \$522 will come from the Executive participation line item.
- ❖ Motion to approve by Amanda, 2nd Jennifer, all approved.
- **Linda** – For next year’s EOY program BBQ funds a tiered funding may be a good idea due to the difference in the program sizes.
The budget has been fixed so that it is now working and she is working on it.
- **Nicole** – The graduation walk through went well.

➤ **Adjournment:**

- ❖ Ryan made a motion to adjourn, Amanda 2nd, all others approved. Meeting adjourned at 5:02 p.m.

Executive Meeting Minutes Approved By:

Jennifer Oakes – Director of Administrative Affairs - Minutes

Marlon Jennings –ASBTC President

Program:

Senator:

Instructor:

Date: