



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

October 2, 2014

- **Call to Order:** Meeting called to order by President Ryan at 3:12 pm

- **Attendance:**
 - Executives: Ryan, Sam, Jen, Trevor, Jason Halverson, Racheal.
 - Absent: Jason Hanson
 - Advisors: Malcolm
 - Clerical support: Linda
 - Prospective executives: Jazz, Riley, Alex, Nate, Andrew, Lyzz, and Jamie.

- **Reading and Approval of Minutes:** Motion to approve minutes pending changes by Sam, 2nd by Jason Halverson, 1 abstentions, approved.

- **Visitor:**
 - None

- **Funding Requests:**
 - Auto Collision** - \$3,000 requested for Las Vegas trade show November 3 – 7, 2014. Amount will cover Travel, food, and lodging. 6 students going on trip. Motion by Jason to approve request, 2nd by Jen, all approved.
 - Malcolm** – \$1,000 for Thai food for the welcome back lunch.
 - Ryan** - \$60.00 for Rocket Donuts (reimbursement) for Civil and Fisheries programs. Motion by Racheal, 2nd by Jason, 1 abstention, approved.
 - Library** – Sanitizing wipes for student use. Amount not to exceed \$130. Motion by Racheal, 2nd by Jen, 1 abstention, approved.

- **Discussion:**

- ❖ Jason made a motion to approve the purchase of the items/supplies needed for the ASBTC office, 2nd by Sam, approved.
- ❖ Racheal reported that people did attend the LGBTQ meeting.
- ❖ Linda will make sure an email blast is sent out about the welcome back lunch.
- ❖ Malcolm will have more flyers printed out for the welcome back lunch.
- ❖ Jason Hanson has submitted his resignation, he has a new job and he will not be able to commit any longer. His resignation letter must go to Human Recourses. Motion by Trevor to accept Jason's resignation, 2nd by Racheal, approved.
- ❖ Election for Director of Finance will be October 29, 2014.
- ❖ Racheal will email Chef Mark tonight about menu change and go talk to him by Friday at noon.
(amended 11-01-14 JO)

➤ **Advisor Recap:**

Malcolm

- Quizno's dinner will be pushed back a couple weeks, amount exceeded the amount that was approved.
- Constitution day – We are required to participate. Would like to bring in a speaker for late October or early November.
- Need to find out how many active clubs we have on campus.
- Expecting 100% attendance for all executives. If you are unable to fulfill your job, please let everyone know.

Linda

- Vet tech has more food to donate to the food pantry.
- Funding request was made by the library for sanitizing wipes, not to exceed \$130. The ASBTC has always purchased the wipes for student use twice a year.
- Family concert tickets must be purchased on line.
- Tiered funding – Auto Tech wants to know their program funding amount for this year. (Will not know until budget is finalized)
- Changes to welcome back lunch menu were not reflected in the email from Chef Mark. Racheal will talk to him to make sure changes are made.

➤ **Adjournment:**

- ❖ Jason made a motion to adjourn, Jen 2nd, all approved. Meeting adjourned at 4:12 pm.
- ❖ Floor open to prospective executives for questions.

Executive Meeting Minutes Approved By:

Jennifer Oakes – Director of Administrative Affairs - Minutes

Ryan Chapman –ASBTC President

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| Program: | |
| Senator: | |
| Instructor: | |
| Date: | |