



# ASBTC

Associated Students of Bellingham Technical College

*Striving for Student Success*

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

## EXECUTIVE MEETING MINUTES

October 9, 2014

➤ **Call to Order:** Meeting called to order by President Ryan at 3:13 pm

➤ **Attendance:**

Executives: Ryan, Sam, Jen, Jason Halverson, Racheal, Trevor present at 3:23 pm.

Absent:

Advisors: Malcolm

Clerical support: Linda

Prospective executives: Jazz, Lyzz, and Jamie.

➤ **Reading and Approval of Minutes:** Motion to approve minutes pending changes by Sam, 2<sup>nd</sup> by Racheal, approved.

➤ **Visitor:**

None

➤ **Funding Requests:**

**Automotive Technical** - \$3,000 for Seama trade show in Las Vegas November 3 – 7, 2014. 6 students will be going.

Cost to cover travel, lodging and food. Motion to approve by Racheal, 2<sup>nd</sup> by Jen, approved.

**ADN** - \$750 for the fall pinning ceremony. 19 students are graduating. Ceremony will be in Settlemyer Hall December 8, 2014 at 5pm.

➤ **Discussion:**

- ❖ Ryan is still working on the pool table release form.
- ❖ Ryan is talking with Craig about the computer for the TV. It has been suggested that it be replaced with a larger smart TV or projector with a pull down.
- ❖ Supplies for the office have been ordered.

- ❖ New funding request forms were lost, Ryan just found them.
  - ❖ Ryan wants everyone to leave his stuff alone in the office. It may be messy but he knows where everything is.
  - ❖ Sam has finished uploading the senate meeting minutes. He is still working on the Executive meeting minutes. Dave has been unavailable and has not finished Sam's training.
  - ❖ The Tug – o – War trophy is almost finished. It looks great.
  - ❖ Welcome back lunch Thursday set up will be done by Jason Halverson. Ryan would like a blue tablecloth put over a recycle can to display the Tug – o – War trophy.
  - ❖ EOY BBQ pictures/slideshow – Ryan has updated 560 pictures of ASBTC events to the drive.
  - ❖ Monday 11 am -12 pm Racheal will meet with Jazz and Lyzz to work on the slideshow. Racheal is also willing to meet tomorrow (October 10, 2014) if needed. Jazz will be putting the music together for the slideshow.
  - ❖ Estimated need for 20 tables to be set up in the back of Settlemyer for the welcome back lunch.
  - ❖ Linda will talk to Craig about the use of the screens in the middle of the room.
  - ❖ ABC Billiards gave us two covers, but they may want one of them back.
  - ❖ Jason will get a price quote for a stand-alone rack for the pool sticks.
  - ❖ The rail for the pool table is still a couple weeks out.
  - ❖ Menu change for the welcome back lunch has been confirmed with Chef Mark. Ryan will check on the pricing for the wraps.
  - ❖ Malcolm and Ryan will be delivering donuts tomorrow to Civil and Fisheries.
  - ❖ Malcolm has put in the work order for the windows and chairs in the student lounge to be cleaned.
  - ❖ 11 senators have their paperwork in. All other senators need to get their paperwork in ASAP. Some programs do not have a senator or alternate yet.
  - ❖ Ryan will be talking to Surgery Tech about their attendance and expectations.
  - ❖ Process Tech holding elections today, Precision Machining has just elected a new senator, Legal Admin is holding elections soon, Admin assistants need and alternate.
  - ❖ Tiered funding excel will be sent out tomorrow night by Ryan for review. Still waiting on a few numbers.
  - ❖ Racheal and Trevor will hang to ASBT banner in Settlemyer the morning of October 16, 2014 for the welcome back lunch. (amended 11-01-14 JO)
- Motion to approve one adjudicated absence due to having new instructors and the possibility process was unknown for Legal Admin and Surg Tech by Jen, 2<sup>nd</sup> Jason, 1 abstention, approved.

Next meeting the budget and tiered funding will be discussed.

➤ **Advisor Recap:**

**Malcolm**

- SVA is hosting Looking Back at the Constitution October 30, 2014 11 – 12:30 pm in Building G room 102.

**Linda**

- Vet tech club paperwork has been turned in.
- CNET has been saying they are getting \$9,000 for program funding. This is not correct, the budget has not been finished yet. \*Sam will tell Chris Schwitter to let the program know this is not correct.
- The color printer has been ordered.

➤ **Adjournment:**

- ❖ Jason made a motion to adjourn, Sam 2nd, all approved. Meeting adjourned at 4:34 pm.

**Executive Meeting Minutes Approved By:**

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Jennifer Oakes – Director of Administrative Affairs - Minutes

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Ryan Chapman –ASBTC President

Program: .....

Senator: .....

Instructor: .....

Date: .....