



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 30, 2014

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

➤ **Attendance:**

Executives: Ryan, Jen, Trevor, Jason Halverson, Lyzz. Sam present at 3:13 pm.

Absent:

Advisors: Malcolm

Clerical support: Linda

➤ **Reading and Approval of Minutes:** Motion to approve October 23, 2014 minutes pending changes by Jason, 2nd by Lyzz, approved.

Motion to approve October 27, 2014 minutes pending changes by Trevor, 2nd by Jason, approved.

➤ **Visitor:**

Fisheries and Jamie

➤ **Funding Requests:**

Fisheries – Kyle and Eric \$1,500 to attend the 65th annual Northwest Fish Culture Conference at Whitehorse Resort in Oregon December 2 – 4, 2014. 20 scholarships have been given to the fisheries students by the hosting tribes.

Money to cover lodging (\$893), registration fee for 2 students (\$100), meals (\$440 = \$20/person). Will be seeking reimbursement for meals. Students will be carpooling in their own vehicles. Motion to approve request by Jason, 2nd by Jen, approved. Code of conduct must be followed and no alcohol is to be consumed.

➤ **Discussion:**

- ❖ Fisheries and Rad Tech have submitted paperwork for their clubs but still need to present to the executives.

- ❖ Lyzz has requested club contact info be submitted to her. Instrumentation is the only program to submit info at this time.
- ❖ Lyzz wondering if she is to get a 3 year or 5 year driving abstract. 3 year is what she will need.
- ❖ Facebook page is now set up. Lyzz and Ryan have access.
- ❖ Lyzz and Ryan will both have their driving abstracts by Monday November 3, 2014.
- ❖ Ryan has asked Lyzz to put the 2013 – 2014 budget on the website.
- ❖ Trevor has completed the Attendance binder and also the spreadsheet that shows attendance percentage, available funds, and requested funds amount.
- ❖ Lyzz has made a new ASBTC logo as she felt the original one was semi-childish and needs to be more professional. She will submit the new logo idea to Christine Vowles for approval.
- ❖ Next week we will discuss new shirt options for the ASBTC.
- ❖ Executives (Jason, Trevor, and Lyzz) that still do not have their ASBTC pictures need to have them done by Thursday November 6, 2014.
- ❖ Volume levels for the student lounge for the electronic devices will be marked by Lyzz next week. She has determined what an acceptable volume level is.
- ❖ Motion by Sam to reimburse Lyzz the cost of a whiteout pen (not to exceed \$5) to mark volume levels if the book store does not have what she needs, 2nd by Trevor, 1 abstention, approved
- ❖ Jen will finish organizing the remainder of the binders once all supplies are available. Linda confirmed supplies have been ordered.
- ❖ Pool stick stand has been ordered.
- ❖ Lyzz has casters she will bring in to see if they will work for the pool stick stand.
- ❖ Motion by Sam, 2nd by Lyzz to purchase casters from Hardware Freight for wheels for pool stick stand (if the ones Lyzz has don't work), approved.
- ❖ Review of Constitution in regards to attendance. 15 minutes late is an absence. 1 – 15 minutes late is a tardy. 3 tardies are equal to an absence. Must be present for 50% of an event to be considered in attendance. Optional events are like extra credit. President and Vice President must be notified ahead of time of an absence or if you are running late.
- ❖ Funding request forms are still in the process of being finished.
- ❖ Still waiting on ABC Billiards to deliver the rails for the pool table.
- ❖ List of ASBTC items is still in process.
- ❖ Sam presented ideas for new laptop and monitor. Motion by Trevor to table discussion until more options can be presented, 2nd by Lyzz, approved. Sam will present other option next meeting.
- ❖ ASBTC drive has been cleaned up and will be an ongoing effort.
- ❖ Jason is still in the process of finding matching office furniture.

- ❖ Jen will have the ASBTC meeting minutes (senate/exec) transferred into the ASBTC drive by the end of the week.
 - ❖ ASBTC exec. contact info has been update in both areas on the website. All minutes are also on the website.
 - ❖ Ryan and Jamie have requested executive pay from all 34 community colleges in Washington State.
- Jason left at 4:17 pm

➤ **Advisor Recap:**

Malcolm

- Electrical outlet has been repaired. Work order for the new outlet has been submitted.
- Conversation between Ryan and Chris took place after the senate meeting. Chris stated administration told him they are not happy with the proposed S & A fees. Ryan stated he felt the questions that were brought up by Chris in the senate meeting were inappropriate and negative. Ryan feels that Chris was unwilling to consider the proposed budget.

Linda

- Will be meeting with the accountants to better understand where clubs are at in regards to finances in the next couple weeks.
- Facilities have brought up the fact that students have been on campus, and/or in student lounge after 10 pm. 24 hour notice must be given to Gordon if there is a need to be on campus after hours.
- Kerena Higgins, Attorney General, has been contacted about her availability. She has not responded at this time.
- Hotel has been booked for the Leadership Academy. Need to know who will be driving.

➤ **Adjournment:**

- ❖ Lyzz made a motion to adjourn, Trevor 2nd, all approved. Meeting adjourned at 5:25 pm.

Executive Meeting Minutes Approved By:

Ryan Chapman –ASBTC President

Program:

Senator:

Instructor:

Date: