



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

November 6, 2014

➤ **Call to Order:** Meeting called to order by President Ryan at 3:10 pm

➤ **Attendance:**

Executives: Ryan, Jen, Trevor, Jason Halverson, Lyzz, Sam

Absent:

Advisors: Mark O'Connor

Clerical support: Linda

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

➤ **Visitor:**

Jamie

➤ **Funding Requests:**

Building A (GED program) - \$750 to attend the R.I.S.E. Conference at Everett Community College on November 22, 2014. 15 students want to attend, the cost is \$20/person for registration. Funds also going towards dinner and transportation. (12 students are planning to go into programs once they have finished the GED program).

Money is not available in the current budget. Motion by Jason to deny request, Sam 2nd, 2 approve, 4 apposed, motion to deny request denied.

Motion to table request until more information is available and they have spoken to Kip and the Foundation to see if any other funds are available by Jen, Jason 2nd, 1 abstention, approved. (It has also been suggested that Everett Community College be asked if there are scholarships for students to attend).

- **Clubs** – Machinist Club has submitted paperwork to be recognized and to collect their seed money. Jacen Johnson will be the advisor. Motion to approve by Sam, Lyzz 2nd, approved.

➤ **Discussion:**

- ❖ Lyzz has verified the club paperwork has been updated to request student emails instead of SIDs.
- ❖ Lyzz has requested club contact info be submitted to her.
- ❖ Lyzz now has her driving abstract. Ryan will get his tonight.
- ❖ Lyzz has put the 2013 – 2014 budget on the website.
- ❖ Sam and Lyzz will be putting the ASBTC executive pictures on the website.
- ❖ Next week we will discuss new shirt options for the ASBTC.
- ❖ Jason still needs to get his picture taken, it is due by Monday November 10, 2014.
- ❖ Jen will finish organizing the remainder of the binders once the binders get here.
- ❖ Pool stick stand is here!
- ❖ Funding request forms are still in the process of being finished. Lyzz and Trevor have offered to finish them.
- ❖ Still waiting on ABC Billiards to deliver the rails for the pool table. A time was set for this coming Tuesday for the rails to be replaced, but since school is closed date will be rescheduled. Jen suggested a sign be posted ahead of time to let students know the pool table will be unavailable during that time. Lyzz will make a sign to post.
- ❖ List of ASBTC items is still in process.
- ❖ Lyzz will contact Craig for the ASBTC Executives photos. David from IT will need to post the photos on the website.
- ❖ Lyzz has marked electronic devices at a volume level of 17 as the max (15 is preferred).
- ❖ Sam presented information for new laptop. Motion by Lyzz to approve purchase of ASUS X550JK DH71 15.6" Core i7 47 10 HQ Windows 8.1 64 bit 8 GB RAM for \$846.87 plus \$159.99 for a 3 year warranty from CDW, Jason 2nd, approved. *Ryan will verified with Craig if we need to purchase the warranty or if it is included since we are a school.
- ❖ Sam will look into other options for monitors and present at the next meeting.
- ❖ Lyzz will post a sign stating the piano needs to be played with a soft pedal.
- ❖ ASBTC drive has been cleaned up and will be an ongoing effort.
- ❖ Jason is still in the process of finding matching office furniture.
- ❖ Jen has the ASBTC meeting minutes (senate/exec) transferred into the ASBTC drive.
- ❖ Motion by Jason to surplus broken T.V. and have it moved to storage, 2nd by Lyzz, approved.

❖ Lyzz is requesting supplies from Linda to fix the name tags for under the Executive photos.

Needs double sided tape, Velcro, and black foamboard.

- Jason left at 4:16 pm

➤ **Advisor Recap:**

Malcolm (update provided by Ryan)

- Electrical outlet has been repaired and new outlet has been put in under the whiteboard.
- Work order for hanging files have been submitted. Also, work order to have cabinets moved has been submitted.

Linda

- Kerena Higgins, Attorney General, will be attending the senate meeting on January 14, 2015.
- Lyzz will be listed as the driver for the Leadership Academy.

➤ **Adjournment:**

❖ Sam made a motion to adjourn, Jen 2nd, all approved. Meeting adjourned at 4:30 pm.

Executive Meeting Minutes Approved By:

Jennifer Oakes – Director of Administrative Affairs - Minutes

Ryan Chapman –ASBTC President

Program:

Senator:

Instructor:

Date: