



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

December 4, 2014

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

- **Attendance:**
 - Executives: Ryan, Jen, Trevor, Jason, Lyzz, Binh
 - Absent:
 - Advisors: Mark
 - Clerical support: Linda

- **Reading and Approval of Minutes:** Motion to approve November 20, 2014 minutes by Jason, 2nd by Lyzz, 1 abstention, approved.

- **Visitor:**

- **Funding Requests:**

None at this time.

- **Discussion:**
 - ❖ Welcome to Binh, out new Director of Finance!
 - ❖ Welcome Mark as our new advisor!
 - ❖ Coat drive – We will be making boxes today.
 - ❖ Febuary 5th rally - \$600 in budget to go to the rally.
 - ❖ Ryan will see if the Foundation can help with funds to cover transportation.
 - ❖ Linda will look into a quote from Bellingham School District for bus rental.
 - ❖ Trevor and Lyzz will put together a letter to the Foundation for funding.

- ❖ A list needs to be collected of all students planning to attend the rally. Contact info and shirt sizes are needed as well.
- ❖ Trevor will email Lynn from the nursing program to find out details on their intentions for transportation to the rally.
- ❖ Mark suggested “Rent a Servant” as a fundraiser to cover cost of the rally.
- ❖ Lyzz will put together some ideas for a t-shirt design to submit for the CUSP rally.
- ❖ Trevor brought up the attendance of Precision Machining. They missed the first couple meeting due to lack of communication and a new instructor. Lyzz motion to forgive 1 senate meeting absence for Precision Machining, 2nd by Trevor, approved.
- ❖ The black in the color printer is running very low, Ryan requesting purchase order to purchase a color and black ink cartridge.
- ❖ Curtis had concerns about the purchase of new monitor.
- ❖ Ryan to research a LCD T.V. monitor 28” – 32” for use with laptop.
- ❖ Curtis has ordered the computer the executive team picked out.
- ❖ T.V. has been ordered.
- ❖ BOT Meeting December 11, 2014 9am.
- ❖ Chad, Jason and Ryan have been meeting regularly to work on the budget. They are making good progress.
- ❖ Trevor recommended that everyone sign Diane’s retirement book.
- ❖ Protector sheets are here, Jen will come in on Saturday to work on binders.
- ❖ Currently 78 likes on the ASBTC Facebook page. Would like to have 500 by the end of winter quarter.
- ❖ Jason to follow up on the possibility of desks in storage. If not we will vote to order new office furniture next meeting.
- ❖ Ryan asked that Jason, Trevor and Alex take their papers with them or recycle after the meeting. Papers are getting left behind for others to clean up.
- ❖ New ASBTC logo is the ASBTC drive.
- ❖ Trevor to make awards for the senators with perfect attendance. They will be handed out at next week’s senate meeting.

➤ Clubs:

- Dental Hygiene - \$307 has been moved into their account.
- Machining - \$250 seed money given.

- Gaming - \$250 seed money given.

➤ **Advisor Recap:**

Mark

- Nothing at this time.

Linda

- Will be meeting with Binh to work on Funding Requests.

➤ **Adjournment:**

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

Executive Meeting Minutes Approved By:

 Jennifer Oakes – Director of Administrative Affairs - Minutes

 Ryan Chapman –ASBTC President

Program:
Senator:
Instructor:
Date: