



# ASBTC

Associated Students of Bellingham Technical College

*Striving for Student Success*

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## EXECUTIVE MEETING MINUTES

January 14, 2015

- **Call to Order:** Meeting called to order by Vice President Jason at 3:47 pm
  
- **Attendance:**
  - Executives: Trevor, Binh, Jason, Sam, Lyzz. Jen present at 4 pm.
  - Absent: Ryan
  - Advisors: Mark
  - Clerical support: Linda
  
- **Reading and Approval of Minutes:** Motion to approve minutes by Trevor, 2<sup>nd</sup> by Lyzz, approved.
  
- **Visitor:**
  
- **Funding Requests:**
  - ❖ Culinary - \$1,275 for the American Culinary Federation Certificate, pending graduation. \$1,200 for lodging and transportation for the hot food team to go to Vegas March 18 – 22, 2015, 5 students going. Motion to approve by Sam, Lyzz 2<sup>nd</sup>, 1 abstention, approved.
  - ❖ Admin Assistant – Amount not to exceed \$270 for educational forum January 31, 2015 in Canada, Motion to approve by Trevor, 2<sup>nd</sup> Lyzz, approved.
  - ❖ Vet Tech - \$50 to go towards NAVTA dues, motion to approve by Sam, 2<sup>nd</sup> Binh, approved.
  - ❖ Veterans Services – Amount not to exceed \$250 to purchase flags for the Veterans room, motion to approve by Trevor, 2<sup>nd</sup> Jen, approved.
  - ❖ Rad Tech - \$5,700 to attend the WRST conference in Yakima April 15 -17, 2015. 25 students attending from the Jr. co-hort, Sr. co-hort went last year. Amount to cover lodging and registration, motion to approve by Trevor, 2<sup>nd</sup> Sam, 1 abstention, approved.

- ❖ Nursing program funding request from January 8, 2015 for \$2,390 is moved from pending to approved.

➤ **Clubs:**

- ❖ Toast masters club – Open to students and staff, Jill Burns will be the advisor. Motion to recognize as a club by Lyzz, 2<sup>nd</sup> Jen, approved.

➤ **Discussion:**

- ❖ Binh got her ASBTC picture taken by Craig.
- ❖ Facebook page was promoted in senate meeting today.
- ❖ Friday Trevor and Jason will apply lock tight to the pool stick stand.
- ❖ Lyzz will put together an email for students letting them know about the conference and guidelines for an essay to be selected to go.
- ❖ Sam is working on gaming platforms, will present soon.
- ❖ Ping pong paddles and glue have been ordered.
- ❖ Power cords are here.
- ❖ Lap top is in, monitors are not yet.
- ❖ We are waiting to hear back from Kim in S & R about the process to surplus items.
- ❖ Sam suggested we look into if we can the tablets/transformers the ASBTC has.
- ❖ Binh will be meeting with Linda to work on improving the funding request forms.
- ❖ Motion to amend purchase amount from \$25 to \$30 by Lyzz to purchase 5 HDMI cables, 4 to 6 foot long, Trevor 2<sup>nd</sup>, approved.
- ❖ Be thinking of nominations for the staff appreciation awards, this will be discussed next meeting.
- ❖ Basketball hoop project – Jason, Sam and Binh. 3 weeks to come back with a location, cost of hoops and bid on the concrete work. Jason and Sam will be meeting with Dave to discuss project.
- ❖ Winter welcome back week will be the week of January 26 – 30, 2015. Will be do a walk-around and speaking to the general Ed. Classes and new co-horts. An email will be sent out to the instructors, they will have a limited time to sign up for what time they want. After the dead line they will be assigned times/dates.
- ❖ An emergency executive meeting will be held tomorrow at 4 pm to vote on t-shirt and bus orders for the student rally.
- ❖ Diversity signs will be put up today around campus about upcoming events.
- ❖ Next week we will be discussing ideas for an executive team building event.
- ❖ Next week we will discuss getting a ballot box on campus for voting.

➤ **Advisor Recap:**

**Mark**

- Nursing funding request from last week is acceptable use of S & A fees. Pending vote can now be changed to approved.
- Recommended that the new program funding and BBQ funding be put on the ASBTC website.

**Linda**

- There are no senate meeting minutes on the website since June 18, 2014. (Lyzzy said the website is having issues, looking into getting it fixed)
- Shirts for the rally need to get ordered ASAP.

➤ **Adjournment:**

- ❖ Motion to adjourn by Lyzz, 2<sup>nd</sup> Trevor, meeting adjourned at 4:43 pm.

**Executive Meeting Minutes Approved By:**

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Jennifer Oakes – Director of Administrative Affairs - Minutes

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Jason Halverson –ASBTC Vice President

Program: .....

Senator: .....

Instructor: .....

Date: .....