



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

January 21, 2015

➤ **Call to Order:** Meeting called to order by President Ryan at 3:44 pm

➤ **Attendance:**

Executives: Trevor, Binh, Jason, Sam, Lyzz @3:57 pm, Jen present at 4:01 pm. Ryan left at 4:15 pm. Sam left at 4:42 pm.

Absent:

Advisors: Mark

Clerical support: Linda

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

➤ **Visitor:**

➤ **Funding Requests:**

- ❖ Nursing - \$750 for the pinning program on March 23, 2015. Motion to approve by Jason, 2nd Binh, approved.

➤ **Clubs:**

➤ **Discussion:**

- ❖ T-shirt order totaled \$775.
- ❖ Currently 90 students signed up to go to the student rally.
- ❖ The bus will be leaving at 7:30 am. The executive team should be here around 7 am to help out.
- ❖ Sam and Lyzz will make flyers with details for the rally. Due next Wednesday.

- ❖ Linda and Binh met with Chad – Misc. line item requires revision/BOT approval for any amount over 10% to be reallocated. Funds for NW Leadership could be used to cover the cost of the student rally if money is not approved to come from the Misc. line item.
- ❖ Paperwork must be submitted to the BOT by February 5, 2015 for the February 15, 2015 meeting. Lyzz will work on letter.
- ❖ No lunch will be provided for the students.
- ❖ Winter Welcome back – Linda sent out the email, 5 teachers have responded.
- ❖ 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.
- ❖ Toast Masters - \$250 seed money to be given. Linda will set up the account.
- ❖ Binh's picture is up with her name tag.
- ❖ Promote Facebook - Announce in winter walk around, offer free popcorn to anyone that likes the Facebook page.
- ❖ Popcorn can be purchased from Cash n Carry.
- ❖ Jamie and Jason will move the empty black file cabinet to the storage room.
- ❖ Binh and Linda will meet next week to work on the funding request forms.
- ❖ There has still been no bid on the new office furniture.
- ❖ HDMI cables are ready to order, Sam will send the link to Linda.
- ❖ Sam is working on getting all the information on gaming platforms and lockbox cases.
- ❖ Lyzz has fixed the format for the minutes on the website.
- ❖ Lyzz is waiting for the budget, program funding and BBQ funding from Ryan so she can upload it on the website.
- ❖ Surplus items sold – money goes into a fund, request would need to be submitted to get those funds turned over to ASBTC.
- ❖ Curtis still has the computer component from the broken T.V.
- ❖ Lyzz will find out who our state representative is for Whatcom County. We will need to meet with them while we are at the student rally.
- ❖ We will discuss executive team building event in three weeks.

➤ **Advisor Recap:**

Mark

- Monday campus was closed, but there were students in the student lounge, this is not ok. Notice must be given to facilities two days prior if there is going to be someone on campus when it is closed.
- Presidential search – Need nominations for 6 participants. ASBTC to submit list of individuals by Friday the 23.
- 3 Ring binder for ASBTC advisor use.
- Need to ask Jake if it is ok to set up popcorn in the cafeteria in 2 weeks.
- Will be gone to a CUSP event Thursday and Friday. Will be available by email if needed.

Linda

- T-shirts will be delivered the end of the week.
- Dental Assisting funding request has gone missing. Does anyone know where it is?

➤ **Adjournment:**

- ❖ Motion to adjourn by Jason, 2nd Lyzz, and meeting adjourned at 5:17 pm.

Executive Meeting Minutes Approved By:

Jennifer Oakes – Director of Administrative Affairs - Minutes

Ryan Chapman –ASBTC President

Program:

Senator:

Instructor:

Date: