



# ASBTC

Associated Students of Bellingham Technical College

*Striving for Student Success*

Contact: [asbtc@btc.ctc.edu](mailto:asbtc@btc.ctc.edu) | 360.752.8357 | Campus Center (CC) Room 300

## EXECUTIVE MEETING MINUTES

February 4, 2015

➤ **Call to Order:** Meeting called to order by President Ryan at 3:43 pm

➤ **Attendance:**

Executives: Ryan, Trevor, Binh, Jason, Sam, Jen

Absent: Lyzz

Advisors: Mark

Clerical support:

➤ **Reading and Approval of Minutes:** Motion to approve minutes by Jason, 2<sup>nd</sup> by Sam, approved.

➤ **Visitor:**

➤ **Funding Requests:**

- ❖ Geomatics - \$750 for 6 students to attend the Land Surveyors of Washington conference March 10 – 13, 2015. Funds to cover lodging. Motion to approve by Jason, 2<sup>nd</sup> Jen, 1 abstention, approved.
- ❖ Commencement Committee - \$3,250 for 2016 diploma covers. Cost is approx. \$8.13. A line item will be added to the budget for bi-annual purchase to order 500 covers. This will be incorporated to begin on the 2015 – 2016 budget.
- ❖ CNET – Amount up to \$2,000 for reimbursement for certifications. This will be on a first come, first serve basis for CNET students. They will be allowed a 30 day period which will start in 2 weeks. Funding should cover 20 -25 students. Motion to approve by Jason, 2<sup>nd</sup> Jen, 1 abstention, approved.
- ❖ New student advising – Amount not to exceed \$100 to print new students schedules. Motion to approve reimbursement of cost by Trevor, 2<sup>nd</sup> Jen, 1 abstention, approved.

➤ **Clubs:**

➤ **Discussion:**

- ❖ NW Leadership conference – February 27, 28, and March 1, 2015 in Portland, Oregon. Binh, Trevor, Jen, Sam, and Ryan are confirmed to go.
- ❖ Mark would like the opportunity to attend the NW Leadership conference and is wondering if it can be paid for out of the ASBTC budget. After discussion it was stated that a funding request would need to be submitted for training events.
- ❖ Three instructors replied to the email that Mark and Jen sent out about the senators reporting back to the programs.
- ❖ There was a tape dispenser in the ASBTC office that was broken and not reported. If you break something report it so it can be replaced.
- ❖ Jason presented 2 options for new foosball table. The executive team selected the Berner Billiards Neon foosball table. The purchase amount is \$899.
- ❖ The monitors have been installed in the ASBTC office.
- ❖ The new computer has been installed in the ASBTC office.
- ❖ Sam will provide information on gaming platforms and cases for the student lounge next week.
- ❖ Basketball hoop – In process, waiting on bids. The executive team decided to install one hoop at this time.
- ❖ The new desk for the ASBTC office has been ordered.
- ❖ Motion to approve the purchase of the student lounge AV project for the estimated cost of \$3,526 plus tax by Trevor, Sam 2<sup>nd</sup>, 1 abstention, approved.

➤ **Advisor Recap:**

**Mark**

- CUSP event monies - The situation was presented to Mark's supervisor and the funds that paid for the event were transferred back so the event was not paid for by the ASBTC.
- Linda – Thank you for tracking down the rally event shirts!
- Trevor – Thank you for the list of programs!
- Lyzz and Mark took care of the email issue.
- Cal will be here February 13 to meet with us.
- NW Leadership conference – Interested in attending.
- Jen has been selected to participate on the Commencement Committee.

Linda

➤ **Adjournment:**

- ❖ Motion to adjourn by Jen, 2<sup>nd</sup> Lyzz, approved. Meeting adjourned at 5:43 pm.

**Executive Meeting Minutes Approved By:**

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Jennifer Oakes – Director of Administrative Affairs - Minutes

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Ryan Chapman –ASBTC President

Program: .....

Senator: .....

Instructor: .....

Date: .....