



# 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

February 18, 2015

➤ **Call to Order:** Meeting called to order by President Ryan at 3:45 pm

➤ **Attendance:**

Executives: Ryan, Binh, Lyzz, Jason, Jen @ 4:01 pm, Sam @ 4:05 pm

Absent: Trevor

Advisors: Mark

Clerical support: Linda

➤ **Reading and Approval of Minutes:** Motion to approve minutes pending change to page 2, second bullet point (last two sentences to be deleted) by Lyzz, and 2nd by Jason, approved.

➤ **Visitor:**

➤ **Funding Requests:**

❖ CNET – BBQ Funding – up to \$300 for March 4, 2015 11 am – 2 pm. For refreshments from Westside Pizza for CNET advising day. Motion by Jason to table until next week, 2<sup>nd</sup> Binh, 1 abstention, motion approved.

❖ Diversity - \$300 for Disability presentation March 19, 2015 from 11 am – 12 pm in Settlemyer Hall. Motion to approve by Jason, 2<sup>nd</sup> Lyzz, approved.

➤ **Clubs:**

❖ Instrumentation Club – Looking for recognition. Constitution has been submitted, advisor will be Dave. Motion to approve pending signature on club form by Lyzz, 2<sup>nd</sup> by Jason, 1 abstention, approved. To be granted seed money additional information is needed on what funding is used for the welding rodeo fundraiser and where does the money earned go?

➤ **Discussion:**

- ❖ Malcolm needs help with popcorn for the film festival February 23 – 26, 2015. Lyzz has the schedule and who is signed up to help.
- ❖ We will also be promoting the Facebook page by handing out popcorn on February 23 – 24, 2015.
- ❖ Clubs need to be put on the agenda to present.
- ❖ Motion to start contacting/looking for an Attorney General for the ASBTC before presenting to the senate by Sam, 2<sup>nd</sup> Jason, 1 abstention, approved.
- ❖ Lyzz was appointed in November 2014 by Ryan to serve on the Commencement Committee, email from Dayna Patterson was sent to Malcolm requesting a recommendation for who on the executive team would be a good representative for the committee. Malcolm forwarded the email to Ryan. Lyzz to contact Dayna to let her know she will serve as the ASBTC representative on the committee.
- ❖ Still waiting on the vendor for the new desk for the ASBTC office.
- ❖ Review of the new funding request form – suggestions were made. Binh will work on the new suggestions.
- ❖ Basketball hoop project still in process. Additional information is needed to proceed with hoop that would go by MC. For the replacement hoop Jason and Binh will do a funding request next week.
- ❖ Jen reported back from Commencement Committee meeting. The committee does not feel as many cupcakes would be needed this year, there were a lot left over last year. Is this something the ASBTC is planning to do again this year? No. May 15, 2015 Commencement Kick Off 11 am – 12:30 pm. Would the executive team like to be involved and possibly hand out popcorn? Yes. It was suggested that maybe some cupcakes could be handed out at this event if we have available funding.
- ❖ Executive meeting minutes for January 28, 2015 and February 4, 2015 are missing from the H drive. Jen will re-upload the minutes.
- ❖ Schedule next quarter classes by next week so we can plan our meeting times/days.
- ❖ Jason and Ryan will purchase more popcorn from Cash and Carry.

➤ **Advisor Recap:**

**Mark**

- NW Leadership conference – Hours for the event/waiting to hear from Linda Fossen.
- Attorney General – did not misinform us about discussion being a meeting. Advisor must be present & a quorum to be a meeting. (Everyone in agreement, we are all on the same page.)

**Linda**

- Binh – Thank you for the update!
- How much can programs get second time around if there is money left over in program funding? We will meet to discuss amount and process at a later date.
- Student rally receipts – Lyzz has the receipt from Enterprise. No gas receipt, did not fill car with gas.
- Foosball table – will order.
- Xbox One – Sam to send Linda link to order.
- New student advising \$100 – reimbursement.
- NW Leadership conference – Mark to drive van. Signatures needed on paperwork from all executives going.
- \$130 registration fee for advisor – This is usually paid by the ASBTC and was budgeted into the line item. Administration paid for it this time.

➤ **Adjournment:**

- ❖ Motion to adjourn by Jason, 2<sup>nd</sup> Sam, approved. Meeting adjourned at 5:40 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: .....