



# 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

April 22, 2015

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

➤ **Attendance:**

Executives: Jason, Ryan, Binh, Lyzz, Jen, Sam, Robbie

Absent:

Advisors: Mark

Clerical support: Linda

➤ **Reading and Approval of Minutes:** Motion to approve minutes pending change by Lyzz pending changes, and 2nd by Robbie, 1 abstention, approved.

➤ **Visitor:**

Chef Mark – EOY BBQ planning. Expecting a need of 200 Gluten free buns, cost is approx. 98 cents each. Last year we had 400 pounds of ribs, 2 salads, burgers and veggie burgers. The menu was a hit last year. Chef Mark is working on getting a good deal on ribs again this year. He will return next week for further discussion and decision on that the executive team wants.

➤ **Funding Requests:**

❖ Fisheries - \$400 BBQ funding for June 19 at Whatcom Falls Park, Motion to approve pending signature of dean by Jason, 2<sup>nd</sup> Robbie, 1 abstention, approved.

❖ Fisheries – \$560 for 28 students to receive a subscription to the American Fisheries Society. Motion to approve pending signature of dean by Jason, 2<sup>nd</sup> Robbie, approved.

- ❖ Instrumentation – Up to \$4,322.19 for the Bonneville Tour. Funds to cover lodging and transportation for 35 – 40 students to attend. Motion to approve by Robbie, 2<sup>nd</sup> Lyzz, approved.
- ❖ Dental Assisting – \$2,075 (Program and BBQ funds) Reimbursement for DANB exam for 14 students. Motion to approve pending signature of dean and SIDs by Lyzz, 2<sup>nd</sup> Jason, approved.
- ❖ Mechanical Engineering - \$300 BBQ funding for June (date TBD). Motion to approve by Robbie, 2<sup>nd</sup> Lyzz, 2 abstentions, approved.
- ❖ Mechanical Engineering - \$1,500 for 9 students to attend the American Society of Engineers conference. Funding to cover van rental, food and hotel on June 14 and 15, 2015. Motion to approve by Lyzz, 2<sup>nd</sup> Jen, 2 abstentions, approved.
- ❖ Mechanical Engineering - \$1825 of program funding to donate to the Dental Hygiene programs Jamaica trip. Motion to approve by Robbie, 2<sup>nd</sup> Jen, 2 abstentions, approved.
- ❖ Nursing - \$499 for 4<sup>th</sup> quarter students (18 students) ACLS certification on June 10, 2015. Funding will cover the cost of certifications and to pay the instructor. Motion to approve by Jason, 2<sup>nd</sup> Sam, approved.
- ❖ Nursing – Up to \$1,498.51 for Nurses week. Funding to cover door prizes and food. Event will be the week of May 6, 2015. Motion to approve by Sam, 2<sup>nd</sup> Robbie, approved.
- ❖ Nursing - \$1,000 for pinning ceremony June 22, 2015. 27 students will be graduating. Funding to cover food, decorations, and pinning. Motion to approve pending signature of dean by Lyzz, 2<sup>nd</sup> Jen, approved.
- ❖ Nursing – Up to \$1,500 for 20 6<sup>th</sup> quarter students Department of Health licensure exam cost. (will also be requesting any additional funding that will be available to go towards these costs as well) Motion to approve by Lyzz, 2<sup>nd</sup> Robbie, approved.
- ❖ CNET - \$150 to purchase drinks from Haggens for the volunteers at Linux Fest. Motion to approve by Jason, 2<sup>nd</sup> Robbie, 2 abstentions, approved.
- ❖ CNET - \$400 to purchase pizza from Westside Pizza for the volunteers at Linux Fest. Motion to approve by Jason, 2<sup>nd</sup> Jen, 2 abstentions, approved.
- ❖ HVAC – Up to \$2,500 to donate to the Dental Hygiene programs Jamaica trip. Motion to approve pending dean signature by Lyzz, 2<sup>nd</sup> Jen, 1 abstention, approved.
- ❖ Commencement committee - \$600 for a photo booth for the Grad Kick Off. Motion to approve by Sam, 2<sup>nd</sup> Robbie, 2 abstentions, approved.
- ❖ HVAC - \$200 for an Open house June 19, 2015 from 11 – 2 pm in U building. Motion to approve pending signature of dean by Lyzz, 2<sup>nd</sup> Jason, 1 abstention, approved.
- ❖ HVAC - \$200 BBQ funding for June 19, 2015 from 11 -2 pm in U building. Motion to approve pending signature of dean by Jen, 2<sup>nd</sup> Sam, 1 abstention, approved.

➤ **Clubs:**

➤ **Discussion:**

- ❖ Basketball hoop project –Jason and Sam spoke with the instructors in the MC building to get their ok on the project location. Ryan and Binh to talk to Bruce again.
- ❖ Ryan will talk to Gordon about getting shelves for the student lounge. Will also look into new chairs for the ASBTC office.
- ❖ Desk for ASBTC office – is here. Need to find out cost.
- ❖ Skills USA – Ryan is working with Frank Powers on this.
- ❖ Ideas for the EOY BBQ – (Budget is \$10,500) 2 Dunk tanks, ball toss, 3 legged race, sack race, pie eating contest, darts (pop balloons for raffle tickets), local circus guild, pie toss, volleyball, badmitten.
- ❖ Mark suggested sending out an email with survey monkey to see what students want for the EOY BBQ. Lyzz will work on this with Marnie.
- ❖ EOY BBQ will be June 4, 9, or 11, 2015.
- ❖ Jason has planned our executive team building event. We will be going to Park Bowl on March 30, 2015. We will meet for dinner at 7:45 pm.
- ❖ BOT letter review.
- ❖ Motion to approve purchase of cleaning wipes for the library by Lyzz for the same purchase amount as last order, 2<sup>nd</sup> by Trevor, approved.

➤ **Advisor Recap:**

**Mark**

- Ordering a wireless headset for the Xbox would be a good idea to keep noise levels down in the student lounge.
- A sign should be put up in student lounge to let students know Netflix cannot be used.
- Linda and Chad need to know budget changes prior to going to the BOT.
- Goal for next quarter – agenda for senate and executive meetings be published the day before meetings.
- Cubicle walls – email to facilities for cost.

**Linda**

- Wipes for the library – twice a year purchase is typical. More are being requested.
- Conference May 8 -9, 2015 need to pick hotel within the next week.

➤ **Adjournment:**

- ❖ Motion to adjourn by Jen, 2<sup>nd</sup> Lyzz, approved. Meeting adjourned at 5:22 pm.

**Executive Meeting Minutes Approved By:**

\_\_\_\_\_  
Jennifer Oakes – Director of Administrative Affairs - Minutes

\_\_\_\_\_  
Ryan Chapman –ASBTC President

Program: .....  
Senator: .....  
Instructor: .....  
Date: .....