



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

April 29, 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 Jason, and 2nd by Lyzz, approved.

➤ **Visitor:**

Chef Mark – EOY BBQ planning. Expecting a need of 200 Gluten free buns, actual cost is approx. \$1.39 each. Last year we had 400 pounds of ribs, 2 salads, burgers and veggie burgers. To have the same menu as last year with additional Gluten free buns and an increase in the amount of ribs cost will be \$9,000 (this includes tax). Motion to approve EOY BBQ menu from Chef Mark by Sam, Lyzz 2nd, approved.

➤ **Funding Requests:**

- ❖ Machining - \$400 for BBQ. Food to be purchased from Haggens, event will be June 4, 2015. Motion to approve by Jason, Robbie 2nd, 1 abstention, approved. Motion amended by Jason to pending verification of attendance and signature of the dean, Robbie 2nd, approved.

- ❖ Machining - \$493.23 for Cash and Carry June 4, 2015 for all program event with advising committee and families. Motion to approve pending attendance verification and signature of the dean by Jen, Robbie 2nd, 1 abstention, approved.
- ❖ Legal Admin and Admin Assist – Up to \$150 lunch for presentation given April 29, 2015. This is a reimbursement. Motion to approve Jason, Robbie 2nd, approved.
- ❖ Auto Tech - \$400 BBQ funds for June 19, 2015. Will be purchasing from Haggens. Motion to approve by Jason, Sam 2nd, approved.
- ❖ PTECH – Up to \$2,150 reimbursement for Texas trip. Motion to approve pending deans signature by Jason, Lyzz 2nd, 1 abstention, approved.
- ❖ PTECH - \$1,000 from additional pooled money to Texas trip. Motion to approve pending signature of the dean by Lyzz, Robbie 2nd, approved.
- ❖ Culinary - \$1,010 April 2015 registration fees for ACF memberships/certifications. Motion pending verification of expiration date and signature of the dean by Lyzz, Jen 2nd, approved.
- ❖ Diesel - \$765 for transportation May 21, 2015 for the Kenworth trip. Motion to approve by Robbie, Sam 2nd, approved.
- ❖ Electronics - \$180 for 3 2nd year students reimbursement from summer quarter 2014 CET certifications or reimbursement for renewal. *Request tabled, more information is needed*
- ❖ Electronics - \$480 for 8 students CET certifications happening summer quarter. Motion to approve pending SID's, signature of dean and verification that cost can be prepaid by Robbie, Lyzz 2nd, approved.
- ❖ CNET - \$303 of BBQ funds for May 13, 2015 program advising week refreshments. Motion to approve by Jason, Jen 2nd, 2 abstentions, approved.
- ❖ CNET - \$196 from program funding to go towards program advising week. Motion to approve by Jason, Robbie 2nd, 2 abstentions, approved.
- ❖ CNET - \$2,500 for networking event June 11, 2015. Amount to cover location rental, speakers and food. Motion to table by Jason, Robbie 2nd, 2 abstentions, approved.
- ❖ EMTECH - \$1,495 for Grand Coulee Dam tour June 12, 2015 transportation. Motion to approve Jen, Lyzz 2nd, approved.
- ❖ EMTECH - \$1,000 from additional pooled funding to go towards the Grand Coulee Dam tour expense (remaining transportation fees and food). *Request tabled*

➤ **Clubs:**

➤ **Discussion:**

- ❖ Sam will be putting the Survey Monkey survey about the EOY BBQ on Canvas this next week.

- ❖ Jason will work on Dunk tanks.
- ❖ Sam will work on pie eating contest.
- ❖ Lyzz will find out when Malcolm is having the Mariachi band on campus (June 15 or 16).
- ❖ Cotton candy machine – We still have left over floss. Do we want to do cotton candy at the Grad. Kick Off? Yes. Motion to approve rental of a cotton candy machine by Jen, Lyzz 2nd, approved.
- ❖ Student lounge sound system – total cost was \$4,700.
- ❖ Office chairs – To purchase from Office Depot they will each be \$299 plus tax. Motion to approve purchase of new office chairs up to \$1,500 total by Jen, Robbie 2nd, approved.
- ❖ Sam sent Linda the games needed for the student lounge.
- ❖ Motion by Robbie to cap the amount additional funding allowed to go to Dental Hygiene at \$5,000, Lyzz 2nd, 2 abstentions, approved.

➤ **Advisor Recap:**

Mark

- BOT letter
- Will see if Keith is still a student

Linda

- Travel requests
- Hotel booked
- Photo booth – not available the date we need. Will look for another company.
- Students of Color – Receipts needed from Mark and Butch.
- Nursing – ACL certification has been canceled.
- Nursing – need to be informed a funding request needs to be done for additional funds.

➤ **Adjournment:**

- ❖ Motion to adjourn by Robbie, 2nd Sam, approved. Meeting adjourned at 5:00 pm.

Executive Meeting Minutes Approved By:

Jennifer Oakes – Director of Administrative Affairs - Minutes

Ryan Chapman –ASBTC President

Program:
Senator:
Instructor:
Date: