

**Western Washington University Associated Students
Activities Council Meeting
Monday, May 21, 2012 VU 567**

Present: Kye Freeman, Daniel Hagen, Mario Orallo-Molinaro, Matt Temple

Absent: Derek Troy

Late: Adam Eichholz, Kasey Koenig, Maddy Vonhöff

Advisor(s): Casey Hayden

Secretary: Erin Curran-Tileston

Guest(s): Devin Mounts, Huxley Student Chapter of the Air and Waste Management Association

MOTIONS

AC-12-S-56	Approve the minutes from the meetings on May 14 th , 2012, as written. - Passed
AC-12-S-57	Suspend the Rules of Operations to make Huxley Student Chapter of the Air and Waste Management Association's request an action item. - Passed
AC-12-S-58	Approve \$450 from Club Conference to Huxley Student Chapter of the Air and Waste Management Association in the form of a stipend of \$150 per person. - Passed

Mario Orallo-Molinaro, AS VP of Activities, called the meeting to order at 5:35 p.m.

I. APPROVAL OF THE MINUTES

MOTION AC-12-S-56 by Kye Freeman

Approve the minutes from the meetings on May 14th, 2012, as written.

Second: Matt Temple Vote: 4 - 0 - 0 Action: **PASSED**

II. REVISIONS TO THE AGENDA

None

III. BUSINESS DIRECTOR'S REPORT

Kye Freeman reported that the current balances are:

- Basic Funding: \$0
- Grants, Loans, and Underwrites: \$18.59
- Club Conference: \$449
- Academic Conference: \$0
- Bookstore Donations: \$105

Orallo-Molinaro said that last week he talked to a person who had put in a Bookstore Funding Request for the Women of Color Empowerment Dinner. Because it was on such short notice, by executive approval he granted them \$100 from the Bookstore Donation account. This leaves \$5 remaining in the Bookstore Donation account.

IV. CLUB RECOGNITION (*Basic Funding if Indicated*)

None

Y. INFORMATION ITEMS

A. Huxley Student Chapter of the Air and Waste Management Association

Devin Mounts said that they had submitted the request for three club members to attend the International Air and Waste Management Association Environmental Challenge in San Antonio, Texas. The money they are requesting would go towards registration fees, hotels, and flights. Hayden asked if there were any other funds coming in to pay for the trip. Mounts said that there is a Huxley account contributing to the event, but there is only \$600 left in that. He said that there is also another Huxley Foundation account that his parents started where more money will be taken from. Temple asked if the department is supporting the trip at all. Mounts said that Huxley College is not funding the trip at all. He added that the Dean of Fairhaven used to financially support people going to this conference but he is retiring. Freeman asked how much Mount's parents are contributing. He said they had provided \$500 to go towards his airfare. He clarified that for the three people attending the conference it would cost a total of \$3000. He stated that one of the students travelling is getting their ticket paid for in miles, while another member only needs a one way ticket because they are travelling somewhere else after the conference. He restated that the funds would go towards a one way ticket, registration, food, and lodging at the conference. Hayden recommended a stipend for this one in order to simplify the allocation.

MOTION AC-12-S-57 by Daniel Hagen

Suspend the Rules of Operations to make Huxley Student Chapter of the Air and Waste Management Association's request an action item.

Second: Maddy Vonhoff Vote: 7 - 0 - 0 Action: **PASSED**

Vonhoff informed the council that the Marine Technology Club is not going to nationals so the council will be getting \$700 back. Hagen said that they were unable to go because one of the cameras on the robot was faulty. Vonhoff also stated that she believes that they should not give all of their funding to one club because it is unfair to the other clubs that have come earlier this year and had a lower per person cost. Hagen added that they hadn't received official confirmation that the money was being transferred so they couldn't allocate more than the council knew they had.

MOTION AC-12-S-58 by Daniel Hagen

Approve \$450 from Club Conference to Huxley Student Chapter of the Air and Waste Management Association in the form of a stipend of \$150 per person.

Second: Maddy Vote: 7 - 0 - 0 Action: **PASSED**

VI. ACTION ITEMS

None

VII. BOOKSTORE DONATIONS

None

VIII. REFLECTIONS & RECOMMENDATIONS

Orallo-Molinaro opened the floor to discussion. Hayden pointed out that the council gave out a lot of money and made a lot of people happy. Freeman said that the council should follow the rules and by laws more closely and adhere the dates more strictly. She also suggested being more clear about dates and policies with the clubs. She said that they should still be nice, but reasonably so. Orallo-Molinaro said that the council had tender hearts. Hagen said that there were issues with eforms getting to the agenda on time. Hayden said that this was because the process of approving requests was decentralized because clubs could meet with two people besides himself. He said that it would help to stick to a weekly check-in to make sure everything is on the agenda. Vonhoff pointed out that some of the proposals they received were good, and some were not. She suggested working with the clubs in order to make sure they create better proposals. She said that walking them through the form so they fill out all the sections thoroughly would help in case a different representative had to come and present and so the council has more information to go on. Hayden said he set a low bar this year for what they took as descriptions. He said that not having good descriptions makes meetings longer because the council has to ask more questions to get the information. Temple pointed out that they sometimes took more than the allotted time on certain items. Orallo-Molinaro said that he saw everyone grow somehow including understanding the events and the process. He said that they funded some huge events on campus, and that the club leaders were doing this and were extremely passionate, not just people hired by the AS. He added that it was really cool to see and be a part of. Orallo-Molinaro said that the suggestions about eforms were good. Freeman suggested either explaining the forms more or being stricter with what would be considered acceptable. Hayden asked how much people would review documents if they had access to them before the meeting. Hagen said he definitely would. Freeman said, truthfully, she would not. Eichholz said if they were emailed he probably would, but he would not on orgsync. Koenig said she would look them over unless something came up, but she still likes looking over the documents in the binder because they help her think about what she needs to ask. Hayden said it seems like everyone can absorb the information without seeing it beforehand. Eichholz said he would be more likely to look over documents that were more complex or for more money, like requests for conference funding. Hagen said that one of the issues with looking at things in the meetings is that people can fall into groupthink, while looking at the documents beforehand can allow people to look at the requests objectively and make better decisions. Freeman said that is an issue and used Music for Change as an example of people being able to persuade makes people to think less critically. Erin Curran-Tileston suggested putting documents that are to become action items up online after the meeting so council members can review them knowing all the information. Hagen said one of the problems with that would be when the council needed to suspend the rules of operations. Curran-Tileston said that this could be solved by either being more strict about the timeline as Freeman had suggested, or by knowing in advance that certain proposals will probably need to be heard as action items and sending them out ahead of time. Hagen said that this was something that was suggested last year and was not adopted this year. Hayden said that the travel and funding request forms will be turned into orgsync forms so they can be exported to the group and be read before the meeting. He said that this would make it easier to have people read before the meeting. He added that this council suspended the rules of operations much more than previous years. He said he did not disagree with their decisions to do that, but he wondered why it happened so many times this year. He

said that it might be because of timeline awareness issues and the council being kind. Hayden said that they need to get the word out about those timelines better and make sure that clubs actually come to the meetings. Curran-Tileston suggested that the next Assistant that takes over Activities Council not only ask for clubs to reply, but ask for a read receipt so it is clear that someone from the club read the email, and if not calling the club representative the day of. She said that while this is a little more work for the assistant, it would make the meetings run smoother and create less work and frustration in the end. Freeman noticed that there were a lot of trainings given and it is hard for people to grasp all the information. She said that especially since these people are volunteers and people might not take it as seriously, they need to find a way for people to understand this is a serious process and they need to understand it. Hayden said that they could also create an automatic email that would inform clubs that they need to be at the next Activities Council meeting after they submit their forms. Koenig said that a lot of the events that put in requests late were ones that happen every year. She suggested that they send reminders to those groups to make sure their requests get in and that they are aware. Hayden agreed with this process. Many council members agreed that it was hard when groups got into a rut and knew that their event happened annually and they began to feel entitled to the money. Curran-Tileston suggested that the council try to support different groups in fundraising efforts, especially those groups that don't have a history of it. Koenig agreed that many clubs don't know how to fund raise or don't know how to start. Hayden said that Hagen's point about making critical decisions was a good one. He added that this is always a challenge with this group because they don't have a lot of past data in a usable form in order to have quantitative data so there can be more solid ideas about where the money usually goes and when the bulk of it is distributed. He said that another issue is looking at the current agenda and not necessarily looking forward to where more money might be needed. He said it is really important to be equitable and look how often groups come and how much they ask for. Hagen suggested creating a standings system, stating which clubs are in either good or bad standing. Curran-Tileston said that some of the quantitative data might be misleading, particularly with Philosophy Club constantly being given more money each year. She suggested adding some qualitative data as well, like feedback from some discussions from the previous years including concerns or recommendations. Eichholz said that it was helpful for Curran-Tileston to subtract the approved request from total amount from the accounts during the meeting. Vonhoff said that some clubs are good to work with, while some were not open to suggestions. She said that there is value in knowing what clubs are difficult to work with, but she said it is hard to because officers are cycled through so quickly. She said she hesitates about having a record of that if it would be a stigma put on new officers. Curran-Tileston said that her concept of qualitative data would be something like the date when the funding was proposed and the date of the event, so if there is a long history of late proposals that could be taken into account. She said she didn't want to place a stigma on new officers either. Hagen said that he felt much differently and that if a representative is at the meeting for their club they should be held accountable and if the council tries not to blame people then no one will take responsibility. Vonhoff said that she agrees, but new people should not be punished for old officer's mistakes. They don't want a club to have a stigma that should be put on a certain person. Curran-Tileston asked if there was anything that the person taking over her position could do to make the meeting run smoother or that should be continued. Hayden said that the projector was helpful. Hagen suggested not printing off new copies of the proposals for every meeting. Hayden asked what people thought about using

laptops during meetings instead of printing documents off. Vonhoff said while it is good in theory, there would probably be a lot of people using Facebook. She said that it also looks like they aren't paying attention. Eichholz added that he has a harder time listening when he has a computer in front of him, even if he is on task. Hayden asked what they thought about iPads. Everyone liked that idea. Hayden said that that is the direction they are going towards that with councils and committees, but it will still take a number of years to get there. Curran-Tileston asked if it would be possible, if documents were sent out prior to the meetings, to project the proposals and use less paper. Koenig said she likes being able to make notes on the document. Hagen suggested making a form for the council without all the unnecessary information. Hayden said that orgsync forms are more compact and would allow for that. Hayden asked what the council could do for recruiting next year. Hagen said he thinks they shot themselves in foot by removing the ROP and ASP required positions. Vonhoff does say that not having that requirement makes recruiting hard, but it's also weird to have that as a requirement. Hayden said that those were usually strong members of the council but it took away from time people could work. Vonhoff said she thought it was weird that the VP is recruiting for Activities Council and the Club Coordinator is recruiting for Interclub Council because they seem to overlap a great deal. She said that made the process confusing and difficult. She suggested that those two positions work together to recruit for both. She said an idea would be to put information on their table at info fair and having a more collaborative marketing plan altogether. Curran-Tileston suggested also working in the residence halls to get new perspectives into the council. Koenig suggested mentioning it to the people who are asking for money. Hayden pointed out that club Budget Authorities would be a great group of people to target. Eichholz said that it is important to get a basic awareness of Activities Council out there as well. Eichholz said he was glad he participated in Activities Council because he got to see all the other events going on on campus.

IX. OTHER BUSINESS

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 6:39 P.M.