

**Western Washington University Associated Students
Management Council Meeting
Tuesday, October 8th, 2013 VU 567**

Present: Hung Le (AS VP Business and Operations), Daley Smith (AS Productions Director), Nidia Hernandez (Personnel Director), Polly Woodbury (ESC Program Support Coordinator), Nina Olivier (ESP Associate Director), Lisa Rosenberg (Assistant Director of Student Activities), Mason Luvera (Communications & Marketing Director), Luke Brouček (PC Account Executive), Morgan Burke (Business Director), Patrick Stickney (KUGS Program Director), Matt Smith (ROP Director), Graham Marmion (REP Associate Director), Kasey Koenig (Club Coordinator)

Absent: Brian Bates (OC Equipment Shop Coordinator), Cade Schmidt (AS Review Editor)

Advisor: Lisa Rosenberg

Secretary: Max Zentner

The meeting was called to order by Hung Le, Chair at 4:05 pm

I. APPROVAL OF MINUTES

II. REVISIONS TO THE AGENDA

III. FUNDING ITEMS

IV. INFORMATION ITEMS

- A. Members introduced their name, position title, favorite class, and preferred pronouns.
- B. Members reviewed the Charge and Charter.
- C. Members reviewed the rules of operation, spending extra time on the budget.
- D. Members discussed expectations of Management Council (MC). Hung Le noted that last year there was a lot of open dialogue and that this year there are a multitude of options for how to operate. Patrick Stickney said that he would prefer a discussion based meeting, with general outlines. Three dittos. Le agreed but reminded MC that there are times that official procedures are necessary, such as passing a motion. Morgan Burke requested that their time be respected and that meetings not exceed the expected end times.
- E. Nidia Hernandez recapped Fall Training and requested feedback. Matt Smith noted that Hernandez did a good job of respecting trainees' time. Mason Luvera and Graham Marmion both expressed pleasure in the structure of training. Daley Smith enjoyed the mixture of whole and half days, leaving room to get work done. Stickney liked the fact that sessions which were not relevant to all offices or positions were not mandatory. Hung Le asked for feedback about the absence of a retreat this year. Luvera felt that not having the retreat made Fall training more inclusive. D. Smith agreed and felt she was able to bond more closely with other AS employees at the EDGE training, rather than the retreat. M. Smith would have liked to have had the self-care portion taught by AS student employees, rather than a Western Washington University professor because the AS employee has more relevant experience. Olivier and Stickney dittoed. Luvera expressed enjoyment in having Keith Boyd speak. D. Smith would have liked the Career Services Center presentation to have varied from year to year in what they speak on. Le mentioned that tardiness was an issue at times and that as directors of the various offices in the AS, it is their responsibility to remind those in their office that tardiness is not professional. Burke agreed that tardiness is an issue and added that consistency in location would help with this problem. Stickney would like presenters to

prepare their audiences more to prevent triggering as much as possible. D. Smith liked the change to a speaker instead of the panel session used previously. Olivier would have liked more time for the AS Review and KUGS to speak on behalf of their department and how other offices can interact with them. Le noted that the optional Outback Campfire and Mock Rock Concert did a good job of providing a social aspect to training that was inclusive. D. Smith felt that attendance would have been higher if they did not occur at the end of the week when employees are tired. Also, the flash mob seemed thrown together and had lower participation than she would have liked. Marmion and Stickney liked the fact that the flash mob was optional for inclusivity's sake.

V. OTHER ITEMS OF INTEREST

VI. MEMBER REPORTS

D. Smith, ASP: VU Late Night went well. Drawing Jam is occurring soon. ASP is hiring. Rocky Horror Picture Show is no longer happening, and now a double feature will occur with interactive components.

Woodbury, ESC: ESC housewarming had a large turnout. The fall retreat is close and the ESC is focusing a lot of their energy on preparing for it.

Brouček, Publicity Center: The PC is hiring an hourly and a work study position. Lots of work is being done on updating banners.

Schmidt, AS Review: Hiring a copy editor/writer, an additional writer, and assistant work study photographer. Halstead and Annika Wolters are compiling a special package in occasion of National Domestic Violence Awareness Month addressing these important issues in our campus community. Both Dominic D'Angelo and Wolters are showing interest in political coverage and the AS Review is narrowing out a periodical "Board Box" to review BOD happenings. Isaac Martin is enjoying exploring his creativity in photo-illustrations. The Bellingham Herald has changed the deadline from Fridays at noon to Thursdays at midnight. Options at other printers include The Lynden Tribune and Skagit Valley Herald. A realization that switching printers would hugely impact the cycle of the paper among other things meant sticking with the Herald.

Burke, Business Office: The budget tracker is being worked refined. A lot of work is being done to organize and reformat expenditure requests (ERs) so they are more self-explanatory. Meetings are being held with each department to go over budgets.

M. Smith, ROP: Opening ROP events are starting to happen. Work study and intern positions are in the process of being hired.

Le, Board of Directors: Meetings that the VPs are chairing are starting.

Stickney, KUGS: KUGS is broadcasting until 2am daily. Local programing is now being played.

Rosenberg, Assistant Director of Student Activities: Kate Stevenson is leaving moving to a new job at Western. Shalom Long has been appointed temporary Event Services Manager.

Hernandez, Personnel Office: The Personnel Office is in the process of hiring work study employees and is working on Fall Training.

Olivier, ESP: The Outback farm had a workshop. A Coal terminal discussion event occurred. The Environmental Center is hosting a documentary *Chasing Ice*. Alternative Transportation is wrapping up the bus pass scanning.

Bates, OC: Excursions are filling up quickly and new rental items are in the inventory, including bicycle panniers. Expansion of transaction abilities to charge to Student's Accounts, similar to the bookstore, is in process with the Finance Office. The departments submitted budgets for approval, and present them on Monday, 10/14.

Marmion, REP Office: The permanent ballot box has just been installed. **2,710** people were registered to vote, not including online registrations. This number is about **2,000** higher than University of Washington.

Koenig, Clubs: Planning for teambuilding for clubs in November is occurring right now.

Luvera, Communication Office: Starting to schedule office meetings with various departments.

Meeting was adjourned at 5:00 pm