



Western Washington University Associated Students  
Activities Council

Meeting Minutes for Monday October 22<sup>nd</sup>, 2018

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**Present:** Douglas Van Druff (AS Club Events Planning Facilitator), Kevin Harris (Student-at-large) Ikenna Onukwufor (AS Clubs Business Director), Ryan Mouche (Student-at-large), Rikua Rodriguez (Student-at-large), Ama Monkah (AS VP for Activities)

**Absent:**

**Advisors:** Jennifer Cook

**Secretary:** Travis Felver

**Guests:** Olivia Hall (Western's Archery Club), Neco Pacheaco (Dead Parrot's Society), Anselmo Cristobal (Happy Club), Mason Lok (Dead Parrot's Society), Walt Ellis (Thrifty Fashion Student's Association), Tyler Andrews (Philosophy Club).

**Meeting Called to order at 6:01**

**Motions**

**AC-18-F-19 Moved to approve the minutes for the 10-15 Activities Council meeting. PASSED**

**AC-18-F-20 Moved to approve Archery Club as a club under the Recreational category. PASSED**

**AC-18-F-21 Moved to approve Avatar Club as a club under the Special Interest category. PASSED**

**AC-18-F-22 Moved to approve Thrifty Fashion Students' Association as a club under recreational category. PASSED**

**AC-18-F-23 Moved to approve 1500 dollars in the form of a grant and 1000 dollars in the form of an underwrite. PASSED**

**AC-18-F-24 Moved to approve 540 dollars in the form of a grant and 960 dollars in the form of an underwrite. PASSED**

**AC-18-F-25 Moved to approve 570 dollars in the form of a grant. PASSED**

I. Revisions to Agenda

II. Approval of Minutes

**AC-18-F-19 by Mouche. Moved to approve the minutes from 10/15/18.**

**Second: Onukwufor                      Vote 6-0-0                      PASSED**

III. Business Director's Report

- A. Grants, Loans, & Underwrites balance is at 91.5% of total.
- B. Bookstore Donations is at 87.5% of the total.
- C. Club Conference fund is at 100% of total
- D. Large Event fund is at 71% of total

IV. Club Recognition

A. Archery Club

- 1. Representative: Olivia Hall. First established Archery club since the 1920's. Low cost. Mouche asked where the meetings will be. Hall responded with in Ferndale, a spot in Lynden, and a church for indoors, wants to be established in order to reserve space. Onukwufor asked about equipment stock and needs. Hall responded with most interested members already have equipment. Their Junior Olympic Archery Development officer will apply for a grant to get more stock.

**AC-18-F-20 by Harris. Moved to approve Archery Club as club under the Recreational categories.**

**Second: Monkah                      Vote 6-0-0                      PASSED**

B. Avatar Club

- 1. Representative: Jessica Moore. Want to create a space to enjoy the Avatar fandom, enjoy upcoming Netflix series. Harris asked about how they will access content. Moore responded with already owned DVDs. Monkah asked about location plan for viewing. Moore responded with unsure at present, but want to be on campus, and are looking for a better room. Onukwufor suggests using Amazon Prime for viewing. Cook suggests they ensure that they have the rights to view.

**AC-18-F-21 by Onukwufor. Moved to approve Avatar club as club under the Special Interest category.**

**Second: Monkah                      Vote 6-0-0                      PASSED**

- C. Cooking Club
  - 1. Absent

- D. Thrifty Fashion Student Association
  - 1. Representative: Walt Ellis. Want to create a space to raise awareness and share tactics for thrift store shopping that is both affordable and looks good. Thrifting in Bellingham is accessible. Scavenger Hunt style challenges are being planned. Monkah asked about future funding needs from Activities Council. Ellis responded with likely, but unsure. Rodriguez asked about plan for funds in the future. Ellis responded with to support clubs in general, planning a fashion show and a clothing swap. Harris asked if they have existed or planned relationships with thrift stores. Ellis responded with not yet, but there will be talks in the future.

**AC-18-F-22 by Monkah. Moved to approve Thrifty Fashion Student Association as club under the Special Interest category.**

**Second: Mouche**

**Vote 6-0-0**

**PASSED**

## V. Action Items

- A. Dead Parrot's Society
  - 1. Representatives: Neco Pacheaco, Mason Lok. They were asked if they could go through the large event fund, the answer is no due to it not being large enough of an event to obtain funding. Harris asked if it is only workshop. Lok responded with it is a week of workshops, with a definite final performance (charging 4 dollars to at the door) with potential other performances. Harris asked about location of performances. Lok responded with at the theatre with about 70 guests expected. Rodriguez asked what the grant amount was last year. Lok responded with they didn't get a grant; Terry Withers came out as a festival event. Cook asked if there were ways to enlarge the event to include a larger community for the event. Lok responded said that this workshop is targeted towards committed members of the improv community. Onukwufor asked about the need for a large amount being asked, and if there was any way to lower the amount being requested, due to the number of students of being served. Lok responded with they have talked with Terry Withers to reduce the amount he's asking for to 4,500\$, and they have been fundraising to about 2,000\$, so they can lower they amount down to 2,500 dollars, and that improv classes outside the college community are very expensive, with access to a professional being impossible for the standard college student. Harris asked if the thirty people in the workshop would be the same every day. Lok responded with ideally yes, it will be the same thirty. Cook compares this request to going to a conference. Onukwufor asked if they access the club conference fund. Cook says no because this isn't going to a conference. Rodriguez asked if they could take a loan instead and pay it back. Lok responded with yes, but they

cannot guarantee revenue amount from the show, but they have many fundraising shows planned. Onukwufor asked what the main streamline of the revenue would be, and what they would charge the students. Lok responded with the workshops would be free of charge and are open to everyone. The show itself will be the revenue generated, with the average income from a show being 150 dollars. Monkah asked if they would use these skills to put on more shows. Lok responded with yes. Monkah asked if what would happen if Activities Council does not fund the full 2500 dollars. Lok responded with Terry Withers probably wouldn't be able to come. Monkah points out that while there have been good fundraising efforts it is still a large amount. Onukwufor asked if they could fund part of it as a grant and part of it as a loan. Harris points out that they have dropped the ask amount dramatically and they haven't had many large events. Lok said that payment doesn't need to happen until mid-February. Cook assure that he will get paid if funding is approved. Rodriguez points out that this will be coming out of the winter budget. Monkah asked if the Fall funding gets rolled over in winter quarter. Onukwufor said yes. Lok asked the difference between a loan and an underwrite. Monkah asked if all revenue from show would go to AS. Onukwufor said yes. Mouche asked if everything should be an underwrite. Onukwufor says that is too much for them to pay back and will look bad on the club. Lok asked how long they have in order to pay it back. Onukwufor will double check, Cook says it's within the school year.

**AC-18-F-23 by Monkah. Moved to approve 1500 dollars in the form of a grant and 1000 in the form of an underwrite.**

**Seconded: Rodriguez**

**Vote 6-0-0**

**PASSED**

**B. Happy Club**

1. Representative: Anselmo Cristobal. They spoke with Wendy to shift some budget expenses. Set-up fee includes stage and sound system. Wendy told them that they need a spider box for the food truck. Ticketing equipment price went down due to a movement to using wristbands and using the e-market for ticket sales. They will be drawing up a diagram with what set-up looks like. Monkah asks how they will be getting their ticket. Cristobal responded with they will be checking IDs to ensure tickets bought. Monkah asked what the 12 dollars was for. Cristobal responded with the cost of bulk wristbands. Cristobal asked who handles finding security. Cook responded with talk to Wendy. Monkah asked if rental fee includes set up. Cristobal responded with rental fee is only to get the space. Monkah asked if they have gone through the set-up procedure with Wendy. Cristobal responded with Wendy didn't say anything. Cristobal asked what the process was to figure it out. Monkah responded with ask Special Event Services to ensure, and not need to go to an outside source. Cook recommends using an outside company. Onukwufor asked if they knew how much the truck would be willing to pay. Cristobal responded with they are still in talks, and their availability is still there. Monkah asked if they have an estimate.

Cristobal responded with not yet, but they're working on it. Van Druff asked what the transport services fee is for. Cristobal responded with for the sound equipment and stage for the DJ. Andrews said that in a previous food truck paid 400 dollars to come to campus but was a draw of a large amount of people. Cristobal said that they are sure the food truck is willing to come but can't budget due to unknown number of attendees. Harris said that he's okay with approving amount contingent upon them planning the event more. Cristobal responded with they are all first-time event planners and didn't know the questions to ask but have raised lots of awareness and excitement for the event. Raffle had roughly two hundred entrees for free tickets. They are anticipating a large number of attendees. Monkah said that if they have good advertising and planning the event should go well. Monkah asked what a good amount for grant approval would be, suggesting 1,000\$. Onukwufor asked what the anticipated revenue is. Cristobal responded with around 4,000 dollars. Rodriguez suggests doing a loan. Cristobal responded with that they now have one month to finish planning and have plans for funds as is. They plan on having everything purchased two weeks before the event. Cook said that with an underwrite they get all the money now and pay it back later. Mouche suggested granting essentials than underwriting the rest. Monkah suggests granting 540 dollars and doing the rest as an underwrite.

**AC-18-F-24 by Monkah. Moved to approve 540 dollars in the form of a grant and 960 in the form of an underwrite.**

**Seconded: Mouche**

**Vote 6-0-0**

**PASSED**

C. Philosophy Club

1. Representative: Tyler Andrews. They are reducing the asking amount down to 570 dollars. The first movie night will be publicly advertised with the The Matrix being named, and future movie nights will not directly advertise the movie, reducing the need to pay for the cost of rights to the movie. This ask is for movie nights for the rest of the year. Onukwufor asked if they will charge for every movie night. Andrews responded with just this one, the rest will be free. Monkah said the cost reduction is admirable.

**AC-18-F-25 by Rodriguez. Moved to approve 570 dollars in the form of a grant.**

**Seconded: Onukwufor**

**Vote 6-0-0**

**PASSED**

VI. Information Items

VII. Council Review

A. Onukwufor asked if they are allowed to have snacks. Cook said that they can bring their own. Monkah said she will see what they can do.

B. Onukwufor asked for the difference between an underwrite and a loan. Cook said that with an underwrite they take the full amount they can back, if the club makes less than the underwrite the AS takes only what they make, if the club makes more, they keep any excess to the amount. Harris asked if underwrite debt gets cleared at the end of the year. Cook said yes.

**Meeting adjourned at 6:50**