



Western Washington University Associated Students
Activities Council

Meeting Minutes for Monday February 25th, 2019

Present: Ama Monkah (AS VP of Activities), Riuka Rodriguez (Student-at-large), Ryan Mouché (Student-at-large), Celia Major (Student-at-large), Ikenna Onukwufor (AS Clubs Business Director), Kevin Harris (Student-at-large)

Absent: Douglas Van Druff (AS Club Events Planning Facilitator)

Advisors: Jenn Cook

Secretary: Travis Felver

Guests: Harley Kyger (WWU Racing), Doug Homeyer (Stand Up Comedy Klub), Garret Davies (Food Recovery Network), Joshua Sheppard (Western Community Outreach), Sophia Gamble (Chronic Illness Awareness Club), Emmaline Bigongiari (Students for a Self-Operated Dining System), Wyatt Heimbichner Goebal (Poets and Lyricists Society), Braden Ploger (Studnets & Startups)

Meeting called to order at 6:01 PM

Motions

AC-18-W-23 Moved to approve the minutes for the 2/19/19 Activities Council meeting. PASSED

AC-18-W-24 Moved to approve Viking Triathlon Club as a club under the Recreational category. PASSED

AC-18-W-25 Moved to approve Chronic Illness Awareness Club as a club under the Political and Social Issues categories PASSED

AC-18-W-26 Moved to approve 282 dollars in the form of a grant for Students for a Self-Operated Dining Service. PASSED

AC-18-W-27 Moved to table discussion. PASSED

AC-18-W-28 Moved to approve 534 dollars in the form of a grant for Western Community Outreach. PASSED

**AC-18-W-29 Moved to approve 180 dollars in the form of a grant for Food Recovery Network.
PASSED**

**AC-18-W-30 Moved to approve 291 dollars in the form of a grant for Stand Up Comedy Klub.
PASSED**

**AC-18-W-31 Moved to approve 110 dollars in the form of a grant for Students & Startups.
PASSED**

I. Revisions to Agenda

II. Approval of Minutes

AC-18-W-23 by Monkah. Moved to approve the minutes from 2/19/19.

Second: Mouché Vote 5-0-0 PASSED

III. Business Director's Report

A. Grants Loans & Underwrites: 55% of the total

B. Bookstore Donations: 39% of total

C. Club Conference Fund: 58% of total

D. Large Event Fund 77% of total

IV. Club Recognition

A. Viking Triathlon Club

1. Representative: Matthew Creagan. The purpose of this club will be to function as a training group and information sharing network for students interested in pursuing athletic health and competing in local triathlons.

- Monkah asked if they have an event planned. Creagan responded not yet.
- Mouché asked where they plan on meeting. Creagan Responded likely at the gym in the evenings.
- Harris asked if they intend to create teams. Creagan responded with ideally yes, but they will be starting small.
- Monkah asked what training would look like. Creagan responded with it would be one run, ride, and swim a week.

AC-18-W-24 by Mouché. Moved to approve Triathlon Club as a club under the Recreational categories.

Second: Monkah Vote 5-0-0 PASSED

B. Chronic Illness Awareness Club

1. Representative: Sophia Gamble. The purpose of this club will be to provide a safe place for students and supporters of students with chronic illnesses to share experiences, as well as educate others with unique challenges they may face.

- Monkah asked if they plan on being financially active. Gamble responded yes.

AC-18-W-25 by Major. Moved to approve Chronic Illness Awareness Club as a club under the Political and Social Issues categories.

Second: Mouché

Vote 5-0-0

PASSED

V. Action Items

A. Students for a Self-Operated Dining System (\$282)

1. Representative: Emmaline Bigongiar. The funding will be for the Day of Action on March 8th, partnering with other local colleges in order to raise awareness of the campaign and how much control Aramark has over Campus Dining.

- Monkah asked what Earth Balance (one of the items on their purchase plan) is. Bigongiar responded that it is a non-dairy butter as they are trying to do vegan and gluten free for food.
- Rodriguez asked what a Zine (Another item on their purchase plan) is. Bigongiar responded that they are similar to little booklets for raising awareness on the local level.
- Major asked if the Zines would be in black and white or in color. Bigongiar responded with in color.
- Monkah asked if they will be doing any fundraising during the event. Bigongiar responded that they are still uncertain, but they might in order to get more fair trade foods.
- Harris asked if they've spoken to Vendor's Row. Bigongiar responded with they have spoken to a few, and have told them to prepare.
- Major asked if it was possible to give a discount for that period. Bigongiar responded that this would be incredibly difficult, but they will ask.
- Monkah asked how they plan on reaching students for not using the Dining Services of the College. Bigongiar responded they have primarily been serving through social media, posters, and are reaching out to Resident Assistants and stakeholders. Major said that she did see this message on social media.

- Major asked if they've done any fundraising so far. Bigongiar responded not yet, but they'll be adding more fundraising soon.
- Harris said they should look into something other than plastic wrap for the cookies.
- Monkah said everything looks fine, and it will be serving a large amount of people.

AC-18-W-26 by Monkah. Moved to approve 282 dollars in the form of a grant for Students for a Self-Operated Dining Service.

Seconded: Mouche

Vote 5-1-0

PASSED

B. WWU Racing (\$9000)

1. Representative: Harley Kyger. This request will be for WWU Racing to go on their trip to Lincoln, Nebraska for their yearly competition. There is an understanding they will not be getting the full amount, but as much as possible helps. They are continuing to reach out to sponsors and are actively pursuing fundraising. They are in communications with a specific sponsor about a cash donation, with further communications happening.

- Major asked if they have discussed VikingFunder so far. Kyger responded yes, and most of their fundraising goes to their car.
- Monkah asked what the most important thing to be covered is. Kyger responded with gas is the most expensive and therefore most vital, and van rental is secondary.
- Kyger said that there are a few processes in the cost that he needs more information in figuring out, but the figures should still be accurate. Lodging is the cheapest they could find.
- Cook asked if the faculty advisor had their own funding they could contribute. Kyger responded that they are in communications but it does not seem like the department can or wants to contribute funding, which could be because the club is not directly associated with any class.
- This event provides a large networking opportunity for students who otherwise would not be on the radar for relevant companies which could result in internships or careers in engineering fields. Two years ago the team got 17th place, last year they got 10th and are hoping to get better this year as the team has grown.
- Major asked if there are any mandatory club dues. Kyger responded no, but they do pay about a hundred dollars a year in various expenses.

- Monkah asked if they could apply this to the Conference Fund. Cook said it's on the borderline but it could be applied to an academic conference.
- Onukwufor said he is uncomfortable funding a staff member with AS Funds. Kyger responded that they can make sure the funding goes to the students and the trip, not the staff directly.
- Onukwufor asked what the lowest amount they could accept for this trip to still make it possible. Kyger responded that it's hard to know for certain, but students have had trouble paying two hundred dollars a students due to food costs and such being outside the trip costs.
- Monkah asked where the faculty member would sleep if AS funds are not going to them. Kyger responded that they could take the room for them off the list, though that would not affect the total very much.
- Ploger said that they could potentially get SEF, but not the whole trip. Onukwufor said it is worth trying due to the chances of a full grant is incredibly slim.
- Mouché said that they could just put the money towards gas if they were uncertain.
- Monkah asked if room prices could change if they wait to book. Kyger responded with these have been the costs for two years, so it is unlikely they will change their price.
- Cook asked what the dollar amount left in conferences would be. Onukwufor responded around 8,000 dollars.
- Major asked if they have reached out to other companies as sponsors or sources of funding. Kyger responded that they've reached out to as many as they could, and most have said no.
- Cook said they could wait on this decision in order to make sure they have all the relevant information. Monkah said that this would probably be for the best, as there is a lot of discussion that still needs to happen.
- Onukwufor said that the students going will definitely have to pay some amount. Kyger responded that students are expecting to pay around a minimum of two hundred dollars.
- Major asked how many more people are attending this year from last year. Kyger responded last year they had 23 students, this year they are hoping for 28.
- Onukwufor said that if each student is willing to pay 200 dollars that is around 3,500 dollars total. Kyger responded that this is not something that has been discussed with the club and was a number that they just discussed in rough, vague terms.

- Cook said this could give them a firm goal to fundraise towards.
- Onukwufor said that they want to give them funding, but this is a very large amount.
- Monkah said they should focus some fundraising efforts for travel as well as the car itself. Kyger responded that he could discuss the price some students could pay, but this is not a full discussion he can have just yet with club members, though 200 dollars may have been an incredibly high estimate and club members will not be able to give confident estimates individually. Major said that a general discussion could gauge response. Kyger responded that at 200 dollars they had a very negative response already and he doesn't feel comfortable asking students individually.
- Monkah said that she wants to continue this discussion and will stay in contact. Kyger responded with he is incredibly willing to have more meetings and discussions.

AC-18-W-27 by Monkah. Moved to table this discussion

Seconded: Mouché

Vote 6-0-0

PASSED

C. Western Community Outreach (\$396)

1. Representative: Joshua Sheppard. They discussed whether or not the officer has been paid and discovered that security has raised their prices and working on cleaning the budget.

- Cook said that in order to fund the remaining two quarters it would be 534 dollars.
- Onukwufor asked if they need to make a WIN adjustment. Cook responded yes.
- Monkah said they could do this once in order to prevent them coming back next quarter.

AC-18-W-28 by Monkah Moved to approve 534 dollars in the form of a grant for Western Community Outreach.

Seconded: Rodriguez

Vote 6-0-0

PASSED

D. Food Recovery Network (\$266)

1. Representative: Garrett Davies. This request will be in order to pay back some volunteers for driving as well as purchase new coolers and other supplies

for the club. Many of their supplies are falling apart and becoming incredibly unreliable. The fuel cost is the reimbursement.

- Onukwufor asked if they've already spent money on transportation. Davies responded that they've had volunteers who would like to get reimbursed, but no official club funds have been spent thus far.
- Rodriguez asked how often these trips are. Davies responded with twice a week.
- Monkah asked what the outreach supplies and decorations are. Davies responded that this is a request for setting a budget, nothing concrete yet.
- Onukwufor asked if they have discussed a tabling date yet. Davies responded not yet, but they would like the budget in order to plan better.
- Monkah asked if the plan would be in the next week or so. Davies responded with not necessarily. Monkah said that they should hold off that budget for now, and transportation might be difficult.
- Onukwufor asked how many people are driving. Davies responded with it's usually one car.
- Monkah asked how many quarters this would cover. Davies responded with this quarter and potentially next quarter.
- Cook asked how the request number changed to 472.52. Davies responded with he is uncertain as he was not part of the original budget planning.
- Harris asked if they have considered reaching out to local businesses in order to get some sponsors. Davies responded with they have worked with their parent organization but did not get any grants.
- Cook asked if there are other clubs that might need it and they could buy them for the club hubs. The committee expressed agreement for the cooler purchase for the club purpose.
- Onukwufor said they could fund things for this quarter which would give the club more chances to fundraise.
- Mouché said they could fund 255 dollars. Monkah said 235 dollars would work for the coolers, school, and half of the requested transportation.
- Cook explained that they usually don't give money to reimburse past travel. Onukwufor said that this quarter is almost over, so perhaps not a full quarter's transportation cost would be better.
- The committee discussed transportation cost per mile. Mouché said 200 dollars total would give them their supplies and fund travel for the rest of the quarter.
- Onukwufor said 180 would fund everything directly, and would be better representative of the total.

AC-18-W-29 by Monkah. Moved to approve 180 dollars in the form of a grant for Food Recovery Network.

Seconded: Mouché

Vote 6-0-0

PASSED

E. Stand Up Comedy Club (\$291)

1. Representative: Doug Homeyer. The request will pay for a rental of Old Main Theatre and give a fifty dollar transportation stipend for their headliner from Seattle. Most of the performers will be local talent. There will be no cover due to negative experiences in the past in having a cover existing in an event they got a grant for.

- Harris asked how long they are reserving Old Main for. Homeyer responded roughly four hours.
- Monkah asked how full they usually are. Homeyer responded usually a full house due to the success of social media and Planned Parenthood advertising.
- Major asked if any donations would be going to Planned Parenthood. Homeyer responded yes, all of them.
- Monkah asked if they are certain of the 241 for rental. Homeyer responded that is the exact price they are being charged.
- Onukwufor asked if the event would be free. Homeyer responded free to the public and all donations go to Planned Parenthood.
- Cook asked if their headliner is okay with the fifty dollars. Homeyer responded with that is the only compensation they will receive.

AC-18-W-30 by Monkah. Moved to approve 291 dollars in the form of a grant for Stand Up Comedy Klub.

Seconded: Onukwufor

Vote 6-0-0

PASSED

F. Students & Startups (\$120)

1. Representative: Braden Ploger. This fund will be for their 2nd Students & Startups event in the Miller Hall collaborative space. The funding will be for publicity and a tech crew for sound and light in the event. They are hoping to pay the designer of their promotional material 70 dollars and the publicity costs are no longer necessary, changing the total to 110\$.

- Onukwufor asked how the change to a local designer effects the PCC center. Ploger responded that their deadlines did not work the PCC center and due to the nature of their club they reached out to a student working on freelance design work.
- Cook said that whatever they are designed needs to be approved. Ploger responded that as it has been distributed by the Publicity Center so he is certain it has already been approved.
- Cook said ideally there would be a contract with the designer first. Ploger responded that they were unaware of this, and were working with as much knowledge as they could.
- Monkah asked if there is any work to be done in order to pay for the design. Major asked how much the Publicity Center would charge. Cook responded that the Publicity Center charges about sixteen dollars, which is close to market value costs.

AC-18-W-31 by Monkah. Moved to approve 110 dollars in the form of a grant for Students & Startups.

Seconded: Mouché Vote 6-0-0

PASSED

VI. Information Items

A. WWU Poets and Lyricists Society (\$1,350)

1. Representative: Wyatt Heimbichner Goebal. The request is to pay for a poet Desiree Dallagiaco, to come and perform.
 - Monkah asked if they could partner with the AS office in order to take advantage of the large event fund. Goebal responded with they would like that.
 - Mouché said that they have used a large amount of the fund in spring. Cook said that they would likely still have enough for Lawn Stock, which will be in spring and perhaps Desiree could work with other departments as well.
 - Major asked if she is bringing books to sell. Heimbichner responded yes.
 - Monkah said that this would be an amazing event working with an AS office.
 - Monkah asked that they reach out to the SARC or a few other AS organizations which they will discuss over email to help gain funding.
 - Major asked if VikingFunder would be appropriate for this event. Onukwufor said it's possible, but there is not much time.
 - Cook asked if they were planning on selling tickets. Goebal responded that they pride themselves in accessibility which means they need to keep it free.

- Major asked if this event will be open to the public. Goebal responded with they don't plan on advertising outside the Western Community but it is open to the Bellingham community.

VII. Council Review

A. Monkah will draft a letter in order to better communicate with clubs concerning outside sources for publicity. Cook said that she has drafted a letter, and will send it to her in order for her to give edits

B. Onukwufor asked how the committee feels about WWU Racing, and he is feeling about half the request amount would be appropriate. Mouché said that they deserve some because they work very hard for fundraising and work all year for this one event. Monkah asked what they did last year for transportation. Mouché said that they did some fundraising last year, but he does not remember the full detail. Onukwufor said that they said most fundraising has been concerning the car directly and not transportation and they can ask later.

C. Major asked what the line is concerning asking SEF for funds, and why WWU Racing could not apply. Monkah said they could, but it would not likely work for the entire club. Mouché said that it would just be unrealistic for the entire club to approach at once. Major said that these conversations still need to happen in order to test investment of club members. Rodriguez explained that the main team is seventeen people and the remaining eleven is people who are incredibly dedicated and would help the team's chances. Major said that this was helpful, but SEF should still be an option students pursue for financial help. Cook said they could apply as individuals but not as a club. Mouché said that next year they could inform the club better next year about SEF being an option for club members.

Meeting adjourned at 7:20 PM