



Western Washington University Associated Students
Activities Council

Meeting Minutes for Tuesday February 19th, 2019

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

Absent: Ryan Mouche (Student-at-Large), Celia Major (Student-at-Large), Kevin Harris (Student-at-Large)

Advisors: Jenn Cook

Secretary: Travis Felver

Guests: Harley Kyger (WWU Racing), Josh Sheppard (WCO), Daniel Heppner (Bellingham Transit Advocates), Tim Gatlin (Bellingham Transit Advocates), Patrick Carroll (WWU Great Puzzle Hunt), Elias Peters (WWU Great Puzzle Hunt), Jordan King (WWU Great Puzzle Hunt), Maya Wieland (Western Regional Global Health Club), Jose Ortuzar (Western Regional Global Health Club), Austin Harper (Ping Pong Club)

Meeting called to order at 5:07 PM

Motions

AC-19-W-16 Moved to approve the minutes for the 11-5 Activities Council meeting. PASSED

AC-19-W-17 Moved to approve Western Regional Global Health Club as a club under the Political, Social Issues, and Special Interest categories. PASSED

AC-19-W-18 Moved to approve Bellingham Transit Advocates as a club under the Special Interest and Environmental categories. PASSED

AC-19-W-19 Moved to approve 300 dollars in the form of a Bookstore Donation. PASSED

AC-19-W-20 Moved to approve 250 dollars for Korean Students Association and 200 dollars for African Caribbean Club in the form of Bookstore Donations. PASSED

AC-19-W-21 Moved to approve 250 dollars for WWU Racing in the form of Bookstore Donations. PASSED

AC-19-W-22 Moved to approve changes to rules of operation for Activities Council concerning the reimbursement policy.

I. Revisions to Agenda

- A. WWU Racing was moved to higher in the agenda

II. Approval of Minutes

AC-19-W-30 by Onukwufor. Moved to approve the minutes from 1/25/19.

Second: Monkah

Vote 4-0-0

PASSED

III. Business Director's Report

IV. Club Recognition

- A. Western Regional Global Health

1. Representatives: Maya Wieland, Jose Ortuzar. The club is concerning the Global Health conference which will be hosted here at Western Washington University. It will be a 3 day conference on April 26th through 28th with guest speakers, conferences, and workshops. The purpose of the club is to gain funding for this conference as well as spark momentum to ensure interest for the future. Rodriguez asked if they will be reaching out for Activities Council funds or if they have a parent organization which will be covering funds. Wieland responded that they will be reaching out for funding, though they have other funding sources. The conference is student run so there currently is no parent organization.

AC-19-W-17 by Monkah. Moved to approve Western Regional Global Health as a club under the Political, Social issues, and Special interest categories.

Second: Onukwufor

Vote 4-0-0

PASSED

- B. Bellingham Transit Advocates

1. Representative: Daniel Heppner, Tim Gatlin. The purpose of the club is to work with the Whatcom Transit Authority in order to promote and improve the transit experience, as well as encourage other car free modes of transportation. Monkah asked if they have contacted Whatcom Transit Authority before. Heppner responded that they have talked to the Head Planner already. The conversation has been around other bus route plan changes and how little student engagement and involvement there has been. Onukwufor commented on how common bus routes change in Bellingham.

AC-19-W-18 by Onukwufor. Moved to approve Bellingham Transit Advocate as a club under the Special interest and Environmental categories.

Second: Rodriguez Vote 4-0-0 PASSED

V. Bookstore Donations

A. WWU Great Puzzle Hunt (300\$)

1. Representative Patrick Carroll, Elias Peters, Jordan King. The request is for prizes for the contest winners they did this last year and in 2017 and have made requests before.

- Monkah said the request is reasonable because of the wide number of students it affects.
- Onukwufor commented that this number may be high due to the event already having received a large grant. Monkah said that these are for prizes not for promotional items so they are being used as different sources of funding.
- Onukwufor asked what kind of prizes they are hoping to get. Carrol responded that there has been some increased outreach to high schools in attempt to get more to join. There are at least 7 divisions including a costume contest and the most creative name, competitive, non-competitive and mixed, and they are hoping to get 1st 2nd and 3rd place prizes and they would need a prize for each winner.

AC-19-W-19 by Monkah. Moved to approve 300 dollars in bookstore donations.

Second: Rodriguez Vote 4-0-0 PASSED

B. Korean Students Association (300\$)

1. For Heritage Dinner. Monkah asked if they think 250 would be enough for Korean Student Association due to the number of people attending the event and 200 for African Caribbean Club as their event is smaller. Onukwufor said these numbers sound more appropriate due to the size of the events

AC-19-W-20 by Monkah. Moved to approve 250 dollars in bookstore donations for Korean Students Association and 200 dollars for African Caribbean Club.

Second: Van Druff Vote 4-0-0 PASSED

C. WWU Racing (300\$)

1. Representative Harley Kyger. The 300 dollars is for prizes to put into bundles with other community received bundles for a raffle which they'll be doing in order to receive funds and raise awareness for sponsors and the club itself. Last year they did around 8 prizes, this year they will do between 3 and 5 baskets for raffle prizes. Monkah asked if 250 dollars would be enough to provide the amount of prizes they wanted for this outreach. Kyger said yes.

AC-19-W-21 by Monkah. Moved to approve 250 dollars in bookstore donations.

Second: Van Druff

Vote 4-0-0

PASSED

VI. Information Items

A. WWU Racing (9,000\$)

1. Representative: Harley Kyger.
 - **Trip Information.** The cost is for their trip to their competition, 3 days of travel and six days of lodging. This is a business and engineering student team with the purpose of building a racecar from scratch for this competition. They will be leaving the 17th and coming back on the 25th. This cost is roughly 325 per student which they feel is a large investment to ask for from students. The number of people required to attend is due to specific services which could prevent emergencies forcing them to be unable to compete. Last year the request was for around 6,000 dollars for 16 dollars and would go up to 9,000 due to 28 students hoping to come. In the past it is around 400 dollars per student. If the full funding is not received they will still divide the costs between the 28 students in order to assist everyone coming. The cost-analysis is from last year's trip, which is as inexpensive as they can make it. Most students who attend this competition find jobs or internships for the summer or the following academic year. The cost includes 7 rooms, and with 28 people it would fill the cars and rooms evenly.
 - Van Druff asked if they set up their Viking Funder yet. Kyger responded not yet, but they are working on it.
 - Monkah asked if the truck being used is a personal vehicle. Kyger responded yes, that is why there is no rental costs, as it is new its gas mileage will be comparable regardless. Students are paying for all of their own personal expenses.
 - Rodriguez asked how much they are willing to charge per student. Kyger responded with he doesn't feel comfortable asking each student what

their financial situation is, and they will be dividing the remaining costs evenly, rather than setting a charge per student.

- Onukwufor said that the request is very high, and asked what other funding venues they have pursued. Kyger responded that most of the funding they receive goes into building the car itself and have yearly fundraisers that are consistently planned.
- Monkah asked if the number of people going on this trip might change due to the competition happening in June. Kyger responded with it is possible, though should be relatively consistent as far as number of attendees go.
- Monkah asked when they had to make their reservations. Kyger responded by mid-spring quarter. Onukwufor said sometime around May.
- Monkah said that it might be better that they push the vote farther into Spring to better know how much funding is available.
- Onukwufor asked if they have considered ways to cut the cost further down, potentially by bringing less. Kyger responded with they've reduced the number of attendees as possible, and have worked as hard as they could to reduce costs.
- Van Druff asked how many of the planned students going went last year. Kyger responded that 17 of the essential also went last year and that two of the other eleven students went and they would be pursuing leadership next year.
- Van Druff asked if any of them may be graduating. Kyger responded that there are only 4-5 students graduating, but a few leaving the club after the year due to the large commitment.
- Onukwufor said they would like to place priority on students who haven't gone before. Kyger responded that the eleven committed members are being given priority as far as they haven't gone, but the 17 essential people must go in order to compete and represent WWU well.
- Onukwufor asked how they build a car for 30,000 dollars. Kyger responded that they have multiple budgets for the entire project and used billed materials for the entire process. Each Lead is given the responsibility of overseeing specific budgets, comparing previous year purchases and comparing potential changes.
- Onukwufor asked where this budget is coming from. Kyger responded with sponsors mainly, and a few club members' family.
- Rodriguez asked if it was possible to get sponsors in order to help with transportation. Kyger responded with they don't get the full cost of the

car in cash donations, most of the sponsors give materials and services for their part.

- Onukwufor asked who keeps the cars after the event. Kyger responded that they are sold at the end of the year and the cash is for expenses for next year's car.
- Monkah asked if they've gotten donations for travel. Kyger responded with they typically don't receive specific donations for travel, but they do have a few who expect their donation to go towards the car.

B. Western Community Outreach (396\$)

1. Representative: Josh Sheppard. The fund request is for the officer for the Be Our Guest event which allows homeless and low income members of the community to receive food. The request is for this quarter and next quarter in order to help not come back last year.

- Onukwufor asked why the payment they receive last quarter for this event was not taken out of their account. Sheppard responded that they are unsure but will try and find out.
- Onukwufor asked what they usually do with their club funds. Sheppard responded with toiletries and such going to the drop-off donations.
- Onukwufor asked that before the next meeting they find out when their next donation distribution event would be in order to ensure they are using their funds.

VII. Council Review

A. Ping Pong Club (110\$)

1. Representative: Austin Harper. Three months ago they received 300 dollars to buy ping pong tables but have encountered problems with storage. The new priority is for a packet of 4 paddles, 8 balls, a drawstring bag, and a new net. They are having weekly tournaments and are hoping to get a trophy for these new tournament, as well as perhaps having a larger event once a quarter. Finally they are hoping to get shirts for the club.

- Monkah asked if they have found the costs if they do get shirts. Harper responded that they have looked into it roughly but are looking further into those costs as it's currently a very rough idea.
- Onukwufor said that since they have already been granted 300 dollars they can leave the 110 dollars for equipment but they need to do more planning for tournament prizes and events.

- Monkah said the first tournament might be fine to fund, but agreed that the club should take more of the responsibility for that. Harper responded with they could further plan their large tournament and the prize for that would be more ideal.
- 190 of the grant will be pulled back to the Activities Fund.

B. Operational Rules

1. Concerning retroactive reimbursement. The discussion concerned getting information out to clubs that reimbursement is something they could receive, with focus on making sure they understand that they may not get the full amount spent back. This will not be advertised openly but rather brought directly to clubs as needed. Rodriguez said that they should advertise more. And the council agreed they should increase the scope and importance of kick-off training.

AC-19-W-19 by Monkah. Moved to approve changes to rules of operation for Activities Council concerning the reimbursement policy.

Second: Rodriguez

Vote 4-0-0

PASSED

Meeting adjourned at 6:06 PM