

**ASWWU
Board of Directors Meeting
Wednesday, August 22, 2007
VU 567**

AS Board Officers: *Present:* Ramiro Espinoza, Abbey Weigel, Anne Jansen, Erik Lowe, Aaron Garcia and Kayla Britt
Absent: Nina Lau

AS Student Senate Rep. Advisor(s): Not in attendance

Guests: Kevin Majkut, Director of Student Activities; Jim Schuster, Director of Viking Union Facilities; and Ted Pratt, Jr., Dean of Student Life / A.S. Board Advisor

Raquel Vigil, Finance Office Manager; Fred Collins, Outdoor Center Manager; Brett Jordan, Office Assistant; Kristina Mader, ROP Director; Jeff Talbot, ASP Director; Allison Schlappi, OC Promotions and Outreach Coordinator; Eric Bortel, OC Equipment Shop Coordinator; and Calvin Laatsch, OC Excursions Co-Coordinator

Motions:

- 07-SUM-009** Approve the minutes of July 18, 2007. ***Passed***
- 07-SUM-010** Approve an extra pay period effective August 26, 2007, for the AS Business Director so that he may have time to properly train himself to be able to structure training to be the most effective. ***Passed***
- 07-SUM-011** Terminate the AS Business Office Assistant position. ***Passed***
- 07-SUM-012** Approve of moving the use the AS Ford Excursion for the Lakewood Sailboat replacement to an Action item. ***Passed***
- 07-SUM-013** Approve the funds needed for movie licensing fees for the ASP Outdoor Movie to an Action item. ***Passed***
- 07-SUM-014** Move the Transportation Graphic Designer Hours to an Action item on the next meeting's agenda. ***Passed***
- 07-SUM-015** Approve the use of the AS Ford Excursion to travel to Minnesota to pick up the new Lakewood sailboat. ***Passed***
- 07-SUM-016** Approve the use of \$600 for movie licensing for the ASP Outdoor Movie (this money for movie licensing only from supplemental funding). ***Passed***

Ramiro Espinoza, A.S. President, called the meeting to order at 3:38 p.m.

I. APPROVAL OF MINUTES

MOTION 07-SUM-009 by Jansen
Approve the minutes of July 18, 2007
Second: Weigel **Vote:** 6-0-0 **Action:** Passed

II. REVISIONS TO THE AGENDA

Item A. from Personnel was tabled.

III. FINANCIAL REPORT

There was no updated financial information available.

IV. PUBLIC FORUM

V. PERSONNEL ITEMS

A. Business Director Increase in Pay Period – Brett Jensen
(Doc. 2) Brett explained that the Business Director is expected be ready to train new AS employees at the AS Orientation every year. Because so many changes have occurred in the Business Office over the summer, it is necessary to be allotted an extra pay period effective August 26, 2007 so that s/he may have time to properly train themselves to provide the most effective training.

MOTION 07-SUM-010 by Weigel

Second: Lowe Vote: 6-0-0 Action: Passed
Absent: Lau

B. Termination of the AS Business Office Assistant Position – Brett Jensen

(Doc. 2) Brett explained due to the reorganization and restructuring of the Business Office, the need for a Business Office Assistant has diminished. Most of the forms are now electronic, which makes approval and disapproval more effective and efficient. This requires less paperwork for the Business Office. The Business Office has moved further from performing “busy work” on a daily basis, and the Business Director has been charged with the responsibility to approve expenditures through interpretation of AS Policy. If the Business Director needs help during the year, a work study can be hired.

MOTION 07-SUM-011 by Jansen

Second: Weigel Vote: 6-0-0 Action: Passed
Absent: Lau

VI. INFORMATION ITEMS--GUESTS

A. Lakewood Sailboat Replacement – Jim Schuster

(Doc. 3) Jim explained that the usual policy of the WWU Motorpool is that vehicles may not be taken beyond 3 state lines, and the AS Ford Excursion is needed to pick up a sailboat in Minnesota for usage in the Lakewood sailing program. The sailboat is considerably less expensive in Minnesota and the boat will be professionally inspected, as will the accompanying trailer. Another vehicle set up for towing is not available other than the AS Ford Excursion.

MOTION 07-SUM-012 by Jansen

Move the Lakewood Sailboat Replacement to an Action item.

Second: Lowe Vote: 6-0-0 Action: Passed
Absent: Lau

B. ASP Outdoor Movie – Jeff Talbot

(Doc. 4) Jeff talked about the Outdoor Movie ASP is planning for the first week of school. The movie will be a collaboration between three community businesses and ASP. Different movie ideas are currently being discussed, but right now the goal is to bring a fairly recent release on the “blockbuster” level in order to bring out the largest amount of students. The movie licensing will cost between \$350-650, and ASP would like to also involve the AS Board of Directors to ask for the possibility in helping with the cost of movie licensing.

MOTION 07-SUM-013 by Lowe

Move the ASP Outdoor Movie to an Action item.

Second: Weigel Vote: 6-0-0 Action: Passed
Absent: Lau

C. OC Recycled Bike Proposal – Erik Bortel/Fred Collins

(Doc. 6) Erik talked about the idea of creating a recycled bike program in the Outdoor Center that would utilize recycling old bikes to rebuilt them and loan them out for student use. The OC would look for bikes using the internet, The Hub and students who no longer want their bike and then paint them and put on OC labels. This project would not only benefit students wanting to borrow mountain bikes, but would also benefit new bike mechanics on the process of repairing/rebuilding bikes.

D. Funding for the OC Costa Rica Trip – Allison Schlappi/Fred Collins

(Doc. 5) Allison explained through a detailed PowerPoint slideshow the importance of sending herself and Calvin Laatsch to Costa Rica for the OC’s upcoming trip next March. This pre-trip, occurring December 16-22, 2007, would ensure that the trip coordinating goes smoothly and safely, relationships with Costa Rican universities are properly made, and to survey and assess the locations and activities

planned during the trip. In order to achieve this objective, \$2,000 is requested to cover expenses incurred during this trip.

E. Extension of Promotions & Outreach Coordinator Assignment – Allison Schlappi/Fred Collins (Doc. 7) Allison requested \$2,040 to complete the Costa Rican trip and Kid's Summer Program in 2008. Her appointment ended on August 24, and in order to secure the success of these two programs, Allison would like to continue her position until December 14, 2007, when Fall quarter is over. She would like to work 15 hours per week as a Level II employee.

F. Transportation Graphic Designer Hours – Jesse Raymond (Doc. 12) The AS Transportation Initiative Project will impact the Publicity Center's budget beyond what they are funded for. There will be approximately 60 hours of labor to complete all promotional pieces, and the Graphic Designer Coordinator will be the designer to take the brunt of the designing. Because only a few designers work during the summer, coupled with the fact one is currently on vacation and another is new to the job, the Coordinator is the only designer to complete his previously assigned documents as well as the new Transportation Initiative designs.

MOTION 07-SUM-014 by Lowe

Move the Transportation Graphic Designer Hours to an Action item on this meeting's agenda.

Second: Jansen Vote: 6-0-0 Action: Passed

Absent: Lau

VII. COMMITTEE RECOMMENDATIONS

No student committee appointments were presented.

VIII. ACTION ITEMS

A. Transportation Graphic Designer Hours
(Doc. 12)

B. Lakewood Sailboat Replacement:

(Doc. 3) Approve the use of the AS Ford Excursion in order to pick up a new boat for use in the Lakewood Sailing Program.

MOTION 07-SUM-015 by Jansen

Approve the use of the AS Ford Excursion to travel to Minnesota to pick up the new Lakewood sailboat.

Second: Lowe Vote: 6-0-0 Action: Passed

Absent: Lau

C. ASP Outdoor Movie

(Doc. 4) Approve the use of \$600 for movie licensing for the ASP Outdoor Movie (this money for movie licensing only from supplemental funding).

MOTION 07-SUM-016 by Lowe

Approve the use of \$600 for movie licensing for the ASP Outdoor Movie (this money for movie licensing only from supplemental funding).

Second: Garcia Vote: 6-0-0 Action: Passed

Absent: Lau

IX. INFORMATION ITEMS -- BOARD

- A. Lowe discussed the updating of the Transportation Advisory Committee to reflect the changes of the Board Position changes. No other discussion
- B. Espinoza discussed suggestions on how to make the Bronze Meal Plan Policy clearer. Jansen and Britt indicated concerns about examples of appropriate usage. Espinoza suggested a work session to articulate clearly the changes that are requested.

X. STUDENT SENATE REPORT

- A. Student Senate Meeting Information: No report.

XI. BOARD REPORTS

President

Ramiro Espinoza reported that he worked with Susanna Yunker on Academic Advising with Annie. He worked with VP of Advancement, Stephanie Bowers on STAND divestment. Worked with the AS bookstore on finances.

VP for Business & Operations

Abbey Weigel reported that she has been working with the AS Bookstore to go over finances there. She has also been on the Sexual Awareness Center hiring committee. 10 applications were received, and interviews will begin on August 23, 2007. They intend on hiring the new SAC Coordinator the afternoon of Monday, August 27, 2007.

VP for Academic Affairs

Anne Jansen reported that she attended the last Board of Trustees meeting; discussed the new appointments of the Interim Provost and Dean of Fairhaven College; her recent contact with the Student Senate Chair; her Academic Advising project with Ramiro, the Career Center and Academic Advising, and her recent tour with the Student Technology Center.

VP for Legislative Affairs

Erik Lowe reported that he has met with the administration for the new Transportation Advisory Committee; he is currently working on voter registration and working to get have Built To Spill do a concert to promote student voters. He is also contacting Rock the Vote to see if they would consider lending their name to WWU in an effort to increase voting.

VP for Activities

Aaron Garcia reported that he has booked Fort Worden for the ACE Conference which will occur January 25-28, 2008.

VP for Diversity

Kayla Britt reported that she worked on the proposed ESC position with Abbey.

VP for Campus & Community Affairs

No report.

XII. OTHER BUSINESS

- A. Espinoza asked if any questions were had on Summer executive issues. There were none.

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 5:37 P.M.