**Organizations Board of Directors (OBD/Clubs)**

**Associated Students of Foothill College**

**Tuesday, November 11th , 2014**

**1:00pm at Toyon Room, Campus Center, Room 2020**

“THIS MEETING IS OPEN TO THE GENERAL PUBLIC AND ALL FOOTHILL STUDENTS”

**Minutes**

**Roll Call and Call to Order/Establishment of Quorum**

* + Call to order

This meeting was called to order at 1:03 pm with Dexter Lim serving as the Chair, Hans Hambali as the Secretary and Erin Ortiz as the Advisor.

* + Roll Call

**Present executive board members:**

Dexter Lim- Vice President of Organizations

Kris Liu- Organizations Finance Director

Queenie Yu- Organizations Program Manager

Hans Hambali – Organization Secretary

Alexandra Qin – Agent

Anastasia Nasyrova-Agent

(Elise)Ming Qin Ooi-Agent

Qing Rong Ye-Agent

Erin Ortiz- Organizations Advisor

Clubs:
Accounting Club

Animal Appreciation Vet Information (AAVI) Absent

Anime Club

Anthropology Club

Business Club

Chinese Student Union

Club de Espanol

Computer Science and Engineering Club

Debate Club ½ Absent

Democratic Club

Energy Champions Absent

Entrepeneurship Club

Foothill Chess Association

Foothill College Medical/Dental Club

Foothill Dental Hygiene Club

Foothill Economics Club

Foothill Indonesian Club

Foothill Media Club

Foothill Sports Club

Fund the Future

Gay Straight Alliance

International Aid Club

International Student Connection

Iranian Club Absent

Japanese Culture Club

Jews Israelis and Friends

Math Club

Muslim Student Association

Phi Beta Lambda Absent

Poker Club

Producer & Artist Club

Respiratory Therapy Club

Social Action for Gender Equality (SAGE)

Science and Engineering Club

Social Entrepeneurship Club

Student Chapter of NAVTA Absent

TED Talks Club

United Nations Club

We Care Club

Asian Pacific Islander Club Absent

Circle K International Club

Psychology Club

Cullinary Club

Makers Project Club

Student Association of Malaysia and Singapore

CM Performance Club

Hongkong Student Union

Unicycle Club

Public Speaking and Leadership Club

Latino Heritage Club Absent

Leaders Union Club

Foothill Futsal Club

Demos Club

Slackline Club

**2. Approval of Minutes**

 All items are Disc. /Act.

 2.1 Approval of Minutes for November 4th , 2014 meeting.

 **Approved by general consent**

**3. Open Forum (3 minutes per announcement)**

 3.1 This is reserved for anyone from the public who wishes to speak on any item not on the agenda. Please limit your announcements to three minutes. Voting members of the Organizations Board are not allowed to speak under this item. Please not that the open forum is NOT for club business and no questions can be asked.

 **4.ASFC Reports (3 minutes per item)** *All items are info.
 Reports are given on ASFC updates.*

4.1. Senate Liaison: Updates from the senate board and concerns that students need to address

Laptop rental club: ready and running. Senate board working on more smaller projects; housing and exchange programs. Working on making it available on orgsync. Talk to Cindy to give suggestions after meeting.

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4.2. College hour: Event on every Wednesday from 12pm-1pm organized/sponsored by ASFC

Club advisor lunch and learn. Everyone present has confirmed with their advisors. Please email notification of attendance.

**5. Organizations Board of Director Executive Report (3 minutes per item)**
*All items are info.
Report given by the Organizations Board of Director Executive or Advisor.*

5.1. Club’s advisor lunch and learn: Mini workshop on Wednesday (11/12), 12pm-1pm in the Toyon Room.

5.2. Constitution: Organizations Program Manager will report on the constitutions that are not submitted.

5.3. E-mail address: Address OBD rep for not receiving e-mails because of the error.

* OBD representatives who haven’t been receiving emails from Queenie please see Queenie to update and verify email after meeting.

5.4. Club Tags: Clubs that haven’t got their club tags.

* Cullinary club
* Circle K International Club
* Unicycle Club
* Hongkong Student Union
* Public Speaking and Leadership club

**6. Petitions (3 minutes per item)***All items are Disc. / Act.*

**6.1. Activity Petitions**Please see Erin Ortiz, Student Activities Specialist 1 month prior, she can act as the event coordinator. To hold an event, clubs need to submit activity petitions to OBD one week/ two weeks/ or four weeks in advance before the date of the event depends on the type of event, after obtaining Erin’s, Club Representative’s and Advisor’s signatures.

Erin’s info: Office located in Student Activities Office, Room 2008.
Phone: (650) 949- 7060
E-mail: ortizerin@fhda.edu

(Foothill Indonesian Club, Finance director) Move to allow business club to have their Foothill case-study competition on 11/19/2014 from 12-1 PM in room 3015.

Motion approved

(SAGE, We Care Club)Move to allow anthropology club to have their Anthropology Finals workshop on December 2nd 2014 from 2-5PM in room 3101.

Motion approved.

(Cullinary club, Muslim Student Association )Move to allow antrhopology club to have their Anthropology Transfer workshop on November 18th 2014 from 2-4PM in room 3101.

Motion approved

(SAGE, We Care Club)Move to allow Social Entrepeneurship club to have a guest speaker on Friday November 21st in Heartside lounge from 1:30-2:30PM.

Motion approved

(Business Club, United Nations Club)Move to allow Slackline club to have their slackline practice every Wednesday from 12-2PM from 11/19/14 to the end of the quarter in the Library Quad.

Motion approved

(Anime Club, Finance director) Move to allow International Aid club to set up coffee booth from 11:30-13:00PM, Dec 1st -5th 2014 outside of Smartshop.

Motion approved

**6.2. Fund Requests**

 Clubs are eligible for $50 (One time Seed Money for new club), $200 (Annual Grant for general use), $500 (Special Activities Fund per year for on-campus events, petition attached with minutes that includes the approval of the event and expense list), and $1000 (Organizations Project Fund for any large events that requires 4-weeks in advance notice that goes along with the purpose of the clubs for on-campus events).

(Finance director, Muslim Student Association)Move to allocate $200 from the annual grant to Club de Espanol, Foothill Chess Association,and CM performance club for fall 2014.

Motion approved

**7. Club Reports / Open discussion forum (2 minutes/report)** *All items are info.*All active clubs may give reports on their official and unofficial club business and concerns that are wished to be addressed to the Organizations Board of Directors and ASFC.

**7.1. Club Reports**

SAGE : November 19th: A film for native american heritage month in heartside lounge

SAGE: Bins set up today. Bring soaps, etc. Last day to drop off : November 24th.

Accounting Club: 19th of November in room 3015 workshop about case-competition.

Dental Hygiene : Free dental cleaning for all Foothill students.

TED talks club: continuing with the theme of science (Next Monday from 12 -1 PM) Following week’s theme : Neuroscience. Room 3040

**7.2. Open Discussion Forum**

Cullinary Club: Reimbursements on ingredients. (Kamara: minutes and receipts required) Will reimbursement roll over to the next quarter?(Dexter: No limit for reimbursements)

Accounting Club: all grants can be acquired once a year.

**8. Finance reports (2 minutes/topic)***All items are info. /Disc.* All processing of fund requests are administrated by the Organizations Finance Director and processed and oversees by the Student Accounts Manager. Please contact the Organizations Finance Director for updates on the creation of club’s account, change in name and passing of fund request. Please contact the Student Accounts Manager for club’s latest update on their funding, reimbursement and account balance.

Organizations Finance Director – Kris Liu
E-Mail: Xiaoyingliu0303@gmail.com

Student Accounts Manager – Kamara Tramble
E-Mail: tramblekamara@fhda.edu
Phone: (650) 949-7280
Room: 2005 (Next to Dean of Student Affairs and Activities).

**8.1. Club’s account name : Change club’s name to the new official name.**

(Accounting Club, Muslim Student Association) Dexter Lim, the Vice President of Organizations entertains to change the name of Computer Engineering Club to Computer Science and Engineering Club,Foothill Entrepeneurship club to Entrepeneurship Club, FH Medical Brigades Club to Foothill College Medical and Dental brigades, Japanese Club to Japanese Culture Club, Public speaking club to Public Speaking and Leadership Club.

Motion approved

**8.2. Delay in transferring money: the explanation for the transaction to not go through yet.**

Clubs who haven’t received money will get money soon. (date unmentioned)

9.  **Announcements/Commendations** Every OBD meeting starts from the 1st week and ends on the 10th week.

**10. Adjournment** 11.1 This meeting was adjourned at 1:31 PM

Prepared by,

Hans Hambali

Organization Secretary