

BEAT Meeting Minutes

BSC - Perseus – 11/30/12 – 12:14 PM

Call of Order: Called to order by Secretary of Programs Time - 12:14 PM

Roll Call: Present: Trenton Hall, Pamela Xue, Krystal Betanzos, Jacqueline Rios, Cameryn Williams, Russell Apolonio, Maria-Lisa Flemington, Barny Peake, Aisha Razzak, Alex Preson, Erin Obrien, Sally Kandah

Excused Tardy:

Tardy:

Excused Absence: Emilie Tan

Absent:

Quorum Check Quorum was met.

Approval of minutes **Approval motion** made by Pam, second by Russ

Approval of Agenda

Additions & Corrections: Motion made by Pam, second Cameryn

Agenda motion:

Open Forum

-

Action Items:

1. ~~Music Series Fund Reallocation~~ (tabling due to Emilie's absence)

Discussion Items

1. CPPs Got Talent
 - a. Auditions on January 25th and 31st
 - b. March 1st (First Friday)

Information Items:

1. Retreat Update/Spring Scheduling
 - a. Saturday, Jan. 26th time to be determined
2. Winter Schedules
 - a. Due the Friday of Week 1
3. MM Updates

Report Items

Music Chair (Trenton Hall):

- Created Walkie Talkie guide sheet.

- Contracts administered to both Global Madness DJ's
- Compiled all booking requests into a spreadsheet titled "Talent Roster"

Music Chair (Emilie Tan):

- Worked on choosing dates for CPP's Got Talent with Jacqueline.
- Worked on music series info regarding fund relocation.
- Continued to collect student's opinions regarding music choices for campus events.
- Working with Glass House to solidify dates for winter and spring quarters
- Compiling list of artists to submit to Glass House for quotes

Outreach Chair (Pamela Xue):

- Prepared tabling items and swag for Midnight Madness
- Completed contracts for GoMassage and Pups and Reps
- Contacted speaker for State of Our Community
- Prepped debriefing sheet for rescheduled attractions

Programming Chair (Krystal Betanzos):

- Volunteer Positions
- MM Checklist
- Volunteer Meetings
- Followed up with vendors
- Followed up with Int'l center

Programming Chair: (Jacqueline Rios):

- Worked with Emilie to solidify CPP's Got Talent Dates for both the auditions and actual events.
- Worked on Midnight Madness finalizations. Worked on mass promoting and marketing the event.
- Analyzed calendar dates for Movie Night event in the Winter quarter.
- Continued to follow up with performers and vendors for Midnight Madness and created/sent BEAT Partnership forms. Updated MM Checklists.

Programming Chair (Cameryn Williams):

- Promote MM
- Winter Quarter planning
- Moving drag bingo to February 1st Friday

Senator Pro Temp (Sally Kandah):

GAS Representative (Alex Preston) & Erin Obrien:

Assistant Secretary of Programs and Services (Russell Apolonio):

- Submitted PO for subway to business services
- Received W9 and contract from UCB
- Emailed improve night committee

Advisor (Barry Peake):

Advisor (Maria-Lisa Flemington):

- I will be here over break finalizing the BEAT calendar to print. Turn in your finalized event dates ASAP.
- Submit your Creative Request Forms to Gas before leaving for the break.

Secretary of Programs and Services (Aisha Razzak):

Sponsorships/Partnerships: None

Adjournment: 1:02 PM