

# ***BEAT* Meeting Minutes**

Bronco Student Center – England Evans- 9/27/13 – 12:14 p.m.

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

**Roll Call:**

*Present:* Aneska Alino, Jasmine Beller, Jeffrey Cuevas, Hana Kim, Sasha Kornilova, Nick Monge, Krystal Betanzos, Maria-Lisa Flemington, Pamela Xue, Erin O'Brien

*Excused Tardy:* Marisol Aguayo

*Tardy:*

*Excused Absence:* Barny Peake

*Absent:*

**Quorum Check:** Quorum was met.

**Approval of minutes:** Approval motion made by Nick, second by Sasha

**Approval of Agenda**

*Additions & Corrections:*

*Agenda motion:* Approval motion made by Jasmine, second by Hana

**Open Forum:**

**Action Items:**

**Discussion Items:**

1. *Drag Bingo Date Conflict*
  - a. Jasmine will be able to attend the event
2. *NACA*
  - a. National Conference for programming with educational components
  - b. Thursday Nov. 14 –Sunday Nov. 17 in Ontario

**Information Items:**

1. *Broncofusion*
  - a. Green Room is Andromeda C
  - b. Club Fair starts at 6
  - c. CPP Community: Students, Faculty, Alumni
  - d. #Broncofusion2013
2. *Office Use and Etiquette*
  - a. Printer Use
  - b. Office Cleanliness
  - c. Answer Phone
  - d. Office Supplies
  - e. Office Hours
3. *SAN*
  - a. Go over SAN folders and archives
4. *Mandatory discussion and action items dates*
  - a. Nov. 22: Last Day for Discussion
  - b. 12/6: Last Week for Action Items

**Report Items:**

*Music Chair (Hana Kim):*

- Bronco Fusion club fair on Wednesday with Nick. Did mostly artist relations and tearing down the stage afterwards. Everything went smoothly!
- Bronco Fusion concert on Friday. Worked with Barny and Nick. Did artist relations.
- Brainstorming ideas with Jeff on Midnight Madness
- Working on finalizing a venue with Nick for CPP To DPP

*Music Committee Member (Nick Monge):*

- Bronco Fusion Student Showcase went well
  - Acted as stage manager and MC
- Opening DJ for Bronco Fusion concert
  - Also acting as stage manager
- Coordinating “street team” with Sasha. Considering new names.
- Working with Hana for a CPP to DTP replacement event
- Great American Nightmare will be on campus October 3<sup>rd</sup> 11:00-2:00pm

*Outreach Chair (Aneska Alino):*

*Programming Chair (Marisol Aguayo):*

Movie Night [Oct. 17<sup>th</sup>]

- Poster design is done and printed
  - Did staking for this event
  - Marketed during Bronco Fusion club fair and on Thursday
- Need to organize food, events, giveaways
  - Want to keep VIP seating idea from last year
  - Trivia game
- Wants to have a photo booth
  - If cannot obtain an actual photo booth, then ask Niel if he can take pictures (still ask Niel as a backup)
- Need to email Aneska to make FB event with description
- Need to ask ML about some of the detail of the event and what I need to do next

Murder Mystery Dinner [Oct. 23]

- Poster has been changed, I like it, just waiting on Jasmine’s opinion on it
- Contact Eric Shaw to see what play he recommends and pick one
- Need to figure out more of the detail of the event; will discuss with ML during 1:1 on Monday
- Thinking of possible themes for the dinner
  - Could be helpful when taking into consideration having an event during u-hour to promote
    - EX. Flash mob, DIY event
- Want to have photo booth
- Wan to have giveaways
  - Need to figure out more of the details on this
- In the future I will need to have a head count of how many BEAT chairs will attend event
- Need to ask ML about more of the details of the event and what I need to do next

*Programming Chair (Jasmine Beller):*

- Discussed Murder Mystery ideas with Marisol
  - Photo booth
  - Reserve tickets for BEAT
  - Tickets go on sale next week
- Broncofusion-Wednesday September 25<sup>th</sup>
  - Publicized/Marketed for Drag bingo
  - Got emails for the “CPP VIP” from all the clubs with sasha

- Drag Bingo
  - Staked for the event
  - Marketing is done

*Programming Chair (Jeffrey Cuevas):*

- Sleeved and Staked event posters (4/25 & 4/27)
- Handed out flyers and tabled for club fair (4/25)
- Discussed more ideas for Midnight Madness with Hana

*Programming Chair (Aleksandra Kornilova):*

*Senator Pro Temp (Louis Harfouche):*

- ASI related items

*GAS Representative (Erin O'Brien):*

*Assistant Secretary of Programs and Services (Krystal Betanzos):*

- Staking Wednesday and Thursday with the various posters
- Finalizing details with Buried Alive poster
- Brainstorming ideas for the movie portion of the event
- Sprucing up meeting minutes

*Advisor (Barney Peake):*

*Advisor (Maria-Lisa Flemington):*

*Secretary of Programs and Services (Pamela Xue):*

- BSC Night – coordinated jobs
- Broncofusion club table/student showcase and Friday's concert as well
- Coordinating volunteer meeting items – PO, etc
- Meeting with chairs and advisors, etc

**Sponsorships/Partnerships:**

**Adjournment:** 1:03 p.m.