

BEAT Meeting Minutes

Bronco Student Center – England Evans- 11/8/2013- 12:07

Call of Order: Called to order by Secretary of Programs *Time -12:07 PM*

Roll Call:

Present:, Aneska Alino, Jasmine Beller, Jeffrey Cuevas, Hana Kim, Sasha Kornilova, Nick Monge, Krystal Betanzos, Maria-Lisa Flemington, Pamela Xue, Obi Okafor, Cathee Hill, Kim Duenas

Excused Tardy: Marisol Aguayo

Tardy:

Excused Absence: Barny Peake,

Absent:

Quorum Check: Quorum was met.

Approval of minutes: Approval motion made by Jasmine second by Aneska

Approval of Agenda

Additions & Corrections: Secret Santa and Event Planning Forms to Information Item; Stress-Free Week and Movie Night to Discussion Item

Agenda motion: Approval motion made by Aneska, second by Nick

Open Forum:

1. Keith:
 - Aid in Facebook marketing
 - Red Bull in Midnight Madness

Action Items:

1. *NACA Funding:*
 - \$10,000
 - Approved by Hana, second by Jeff
 - 8-0-0
2. *CMF Funding*
 - Additional \$300
 - Approved by Jasmine, second by Nick
 - 8-0-0

Discussion Items:

1. *Illusionist/ Magician (Marisol)*
 - For a solo event?
 - Or for Midnight Madness?
 - March event?
2. *Stress-Free Week (Jasmine)*
 - Puppies
 - Only Tuesday/ Thursday
3. *Movie Night (Jasmine)*
 - Wellness/ CAP Partnership
 - Oxygen Bar
 - The Heat
 - Valentine's Day on Thursday
 - Chocolate

Information Items:

1. *Secret Santa*
 - \$15
 - December 6
2. *Event Planning Forms*
 - Start Reserving Spaces
 - Overview:
 - Proposal
 - Checklist
 - Timeline
 - Marketing Plan
 - Vendor

Report Items:

Music Chair (Hana Kim):

- Went to music department to talk with students about what they want for music events
- Staked with pam and jasmine
- Passed out CPPGT AUDITION flyers
- Met with barny and cathee and nick to go more in depth about music series

Music Committee Member (Nick Monge):

- Spoke to the advisors and Hana about CPP's Got Talent specific details. I'll be assuming the role of "stage manager" and liaison between AV Tech and the artists.

- Finished the BEAT VIP video. Took the questionnaire that Sasha put together and made it into a Google Docs survey. This will allow us to send it out and compile the answers in one master Excel sheet automatically.

Outreach Chair (Aneska Alino):

- Ordered parking passes with ML
- Emailed and called Mary Kay
- Confirmed Mary Kay for classes for Makeover Mayhem
- Posted the BEAT VIP video on Facebook
- Updated all forms of social media
- Promoted Movie Fest
- Went over event details and decorations with Sasha
- Talked to Hana about making a playlist for Makeover Mayhem
- Ordered makeup samples for Makeover Mayhem

Programming Chair (Marisol Aguayo):

Winter Quarter Event Ideas:

- Brainstorming for second event
- Looking into specifics of magician/ illusionist event
 - Event time
 - Venue location
 - Possible dates
 - Entertainers

Other:

- Helped judge for Campus Movie Fest
- Picked up food for Campus Movie Fest
- Attended sustainability board meeting

Programming Chair (Jasmine Beller):

- Staked for the upcoming events on campus
- Judged for campus movie fest
- Started looking into events for winter quarter
 - Stress free week
 - Movie night
- Helped Hana with passing out flyers for CPP's got talent try outs

Programming Chair (Jeffrey Cuevas):

- Volunteer Meeting: Talked to volunteers about Midnight Madness and got contact info.
Midnight Madness:
- Filled out spread sheet with events and room assignments.
- Filled out quotes from vendors to allocate for budget.

Programming Chair (Aleksandra Kornilova):

Senator Pro Temp (Obi Okafor):

- Green Sustainability Ideas? Let Obi and Marisol know!

GAS Representative (Kim Duenas):

- Editing Marketing Material: Prior to printing, everything is revised. Accuracy.
- Customer will be informed when Material will be revised
- 5 weeks is advised to submit
- Attempt to make poster more general

Assistant Secretary of Programs and Services (Krystal Betanzos):

- Campus Movie Fest judging was awesome: Thanks to Marisol, Nick. And Jasmine. SHOES.
- Campus Movie Fest is tonight; just preparing
- Event Planning101 details with pam
 - Event planning is next week! Recommend everyone go

Advisor (Barney Peake):

Advisor (Maria-Lisa Flemington):

- Fox theatre: for ASI Banquet
- Advisor and PM office roles and duties

Advisor (Cathee Hill):

- Volunteer Meeting Attendance
- Event Proposal Form
- Programs Spreadsheet

Secretary of Programs and Services (Pamela Xue):

- Editing and finishing up powerpoint for Event Planning 101
- Contacted clubs, councils and organizations about Event Planning 101
- Still working on fashion show for HC
- Helped stake for Makeover Mayhem, Event Planning 101 and CPP's Got Talent auditions

Sponsorships/Partnerships:

Adjournment: 1:23pm