

BEAT Meeting Minutes

BSC - Perseus – 10/12/12 – 12:13 PM

Call of Order: Called to order by Secretary of Programs Time - 12:13 PM

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

Excused Tardy:

Tardy: Alex Preston

Excused Absence:

Absent:

Quorum Check Quorum was met.

Approval of minutes Approval motion made by Pamela, second by Trenton

Approval of Agenda

Additions & Corrections: Table House of Blues from action items

Agenda motion:

Open Forum

-Bryan from international center

International education week. November 13-16

Action Items:

1. Hot Air Balloon
 - a. \$4500
 - b. Motion made by Trenton, Second by Cameryn,
 - i. 9-0-0
 - c. Midnight Madness Final Budget
 - i. \$5,740
 1. Motion by Trenton, second by Pamela 9-0-0

~~2. House of Blues~~

Discussion Items

1. Music Series
 - a. Proposed \$1500, quick access fund
 - b. Main ingredient, U-rock, etc.
2. Advisor Battle-Reports Galore
 - a. Advisor competition to turn reports in

Information Items:

1. Event Evaluations

Report Items

Music Chair (Trenton Hall):

- Developments of Rave Cave, Troubadour Series, Main Ingredient, and U-Rock
- Creation of Music Series Proposal
- Met with 2 clubs to discuss future events
- Owen Plant reserved for CPP to DTP
- Obtained 3 partnerships for music events
- Responded to all inquiring bands for booking

Music Chair (Emilie Tan):

- Contacted businesses participating in DTP Art Walk to participate in brochure
- Got quotes for hip hop DJs for HOB
- Developed program for volunteers/concerts committee
 - o Goals
 - o Purposes
 - o Lesson plans
 - o Tasks: who would you like to see perform on campus?
 - o Samples of artists
- Talked to potential artists for upcoming U-rock concerts

Outreach Chair (Pamela Xue):

- Tape outlines in BSC – good impact and marketing technique
- Staked flyers
- Finalizing ticket counts with RKR and reservation logistics as well
- Preparing to purchase Murder Mystery photobooth props
- Connecting with GAS about our BEAT event page
- Purchase order for subway catering for volunteer meeting

Programming Chair (Krystal Betanzos):

- Taped Outlines in BSC
- Found out more information with Choo Choo Trains
- Requested Commons from OSL
- Staked with Pamela and Volunteers.

Programming Chair: (Jacqueline Rios):

- This week I continued my advertising for Movie Night we are close to 200 people attending on FB!
- I also staked all of our posters with the help of some BEAT Chairs and delivered some to housing.
- I continued to contact the movie representative and we now have all the items to give away.
- I also contacted the hot air balloon representative and got a final price for the 3 hours.
- Me and Krystal put in a Creative Request for Midnight Madness and continued to brainstorm about the event.

- Lastly, I created a trivia Power Point and a tentative schedule for Movie Night. I also met with my volunteer committee and received their input/delegated assignment.
- I also put in the PO Request for the pizza and snacks/drinks that will be given out at Movie Night.

Programming Chair (Cameryn Williams):

- I have been speaking to my volunteers and scheduled a meeting on October 15th.
- Trenton and I have been speaking about another way to get a performer for CPP to DTP since the funds have been used.
- I contacted Shelbi of Campus Recreation about the basketball tournament. I sent potential dates and information.
- Brainstorming for HVZ party. Make-up people, photo booth with body parts, food options.

Senator Pro Temp (designee):

GAS Representative (Alex Preston) & Erin Obrien:

Assistant Secretary of Programs and Services (Russell Apolonio):

- Continued to plan for HvZ wrap up party
 - Emailed photo booth company for W-9 form
 - Added list of party items to shopping cart
 - Began process of catering 200 cupcakes
 - Tested fog machines
- Did first revision of event evaluations

Advisor (Barney Peake):

Advisor (Maria-Lisa Flemington):

- Busy with HvZ sign-ups.
- Preparing for the Art Acquisition Committee Meeting on Oct. 18.
- Art reception/talk on Oct. 17 11:30a.m.-12:30p.m.
- First head-out for the Murder Mystery Dinner was due on Wednesday, 28 tickets sold. We will need a final count on Wednesday, Oct. 18.
- I will have my office hours in BEAT on Thursday and Friday.

Secretary of Programs and Services (Aisha Razzak):

- 7-11 Event on Monday-Free Coffee, Obama and Romney Picture Op, and Voter Registration Drive
- Promote Murder Mystery and Movie Night
- Clean up your space in the BEAT office
- Homecoming Week Prep
- Meet with your committees PLZ

Partnership/Sponsorships:

International Center

Adjournment: 1:15 PM

