

BEAT Meeting Minutes
Bronco Student Center – Lyra - 10/31/14- 12:23 PM

I. Preliminaries

Call of Order: Called to order by Secretary of Programs and Services (*Marisol*): Time – 12:23pm

Roll Call:

Present: Marisol, Jeff, Aivan, Hana, Andrew, Xyrine, Isolde, Sydney, Iram, Deena, Maria-Lisa, Cathee, Sarah

Excused Tardy:

Excused Absence:

Absent: Patricia

Guest(s): Nick

Quorum Check: Quorum was met.

Approval of minutes: Approved by Isolde, second by Andrew (8-0-0)

Approval of Agenda: Approved by Sydney, second by Hana (8-0-0)

Additions & Corrections: None

Agenda motion: Approved

II. Open Forum

III. Action Items:

1. Abracadabra: The Great Bronco Magic Show
 - a. Final Budget - \$2625.
 - i. Approved by Hana, second by Isolde. Passed (9-0-0)

IV. Discussion Items:

1. Speed Friending/You Make My Heart BEAT
 - a. Discussing budget allocation for both events. Was passed with \$950 for both events but will be help on separate days.

V. Information Items:

1. Accountability Agreement
 - i. Went over form that states the expectations of attending events and notifying appropriate chairs ahead of time. In addition, reviewed the consequences of not abiding by listed rules.
2. Traveling Show
 - i. Video Clip shown by Hana. Run River North. Nov. 20th U-Hour. BEAT chair needed to be in the green room at all times (Senate Chambers Conf. Room). Additional Marketing ideas such as buttons could be utilized.
3. Creative Request
 - i. Should be turned in to MDPR by Nov. 7th for Winter Events. 3-4 weeks before the beginning of marketing for event. Be sure to order appropriate about of stakes, sleeves and posters.
4. ~~Susan Ash~~ (Resched.)
5. BEAT Office Key Policy
 - i. May take some time to get keys in. Went over expectations of chairs and having the privilege of a key to the office and break room.

VI. Report Items (Verbatim per Document of BEAT members):

- Music Chair: Hana Kim:
 - Staking with Andrew for cpp's got talent auditions
 - Discussed more items about cpps got talent auditions
 - Handbilled for cpp's got talent auditions
 - Emails for traveling show
- Music Chair: Andrew Densmore:
 - Staked with Hana for CPP's got Talent Auditions
 - Finished handing out flyers for the auditions
 - Promoted got talent auditions page on facebook
 - Looking for potential judges for November 4th and 12th
- Outreach Chair: Aivan Chung:
 - held weekly office hours, Tuesday 9:30am-2:30pm
 - had weekly 1:1 with advisor
 - tabled for BEAT on Tuesday October 28, and Thursday October 30, 2014
 - went to BEAT weekly meeting
- Programming Chair: Isolde Alfaro:
 - Drag Bingo Nov. 20
 - Food quote finalized
 - Discussed prizes / Go Pro a grand prize

- Emailed Jami Grosser @ the Pride Center about potential tabling and delivered handbills
- Food / decorations still need to be bought

Kuddling with Kittens / Puppies in the Park Feb.3/5

- Sent in form to reserve University Park Stage for Feb.2 & 5 but no reply yet.

Makeover Mayhem Mar. 3

- Contacted Marinello's Beauty School but no reply yet.

Speed Friending Jan. 22

- Event will not be combined with You Make My Heart BEAT but budget is shared

○ Programming Chair: Iram Khajawall:

- October 27th, 2014
- -Searched for professional Magicians through various agencies
- -Asked Sydney about her availability in one-on-one meeting with Cathee and Maria-Lisa
- -Emailed Cathee and Maria-Lisa to confirm one-on-one meeting
- -Looked over content of Beat Around the Bric
- October 28th, 2014
- -Had one on one meeting with Marisol
- -Talked to Kim about the posting Magic Show Interviews on Facebook
- -Informed the student magicians about the interview via email
- -Looked over the Beat Around the Bric ideas
- -Looked for professional Magicians
- October 31th, 2014
- -Interview student magicians
- -Discussed with Avian about posting the interviews to the media
- -Created a poster for the Instagram picture for the Magic Show
- -Went over the decoration ideas on BEAT Around the BRIC
- -Went to BEAT meeting and had potluck

○ Programming Chair: Sydney Martinez:

Tuesday October 28, 2014

- Ordered novelties/swag for Midnight Madness
- Meeting with Chill and ML

Thursday October 30, 2014

- Called OSL to check up on event planning

Friday October 31, 2014

- Messaged Nick Monge to request using him as DJ for midnight madness.
- Made poster/ad for magic show

- Talked to natalie about marketing about midnight madness
- Looked up potential vendors for Velcro wall
- Looked up potential vendors for live band karaoke
- Held interviews with student magicians

○ Programming Chair: Xyrine Dapal:

Drag Bingo

- Ordered the food and drinks
- Petty cash for chocolates, candies, chips, and decorations
- Prizes decided

Midnight Madness

- Caricature artist began signing the contract and W-9 form
- Contacted possible Velcro Wall companies
- Talked to IHC and will be attending the meeting on Wednesday, November 05, 2014.
- Estimates for the attractions
- Ordered 70s swag on Oriental Trading

Speed Friending

- Decided not to use cocktail tables

○ Senator Pro-Temp Designee: Deena Wahba: N/A

○ M DPR Representative: Patricia Guevarra: N/A

○ Assistant Secretary of Programs and Services: Jeffrey Cuevas:

- Starting working with ML on items to talk about at UVL ACUI
- Input updated amounts of programming events for fall and winter proposals
- Handed out flyers for CPPs Got Talent Auditions and Spoke with people about walk-ins.

○ Advisor: Barnaby Peake: N/A

○ Advisor: Sarah Bauer: N/A

○ Advisor: Maria-Lisa Flemington: N/A

○ Advisor: Cathee Hill: N/A

○ Secretary of Programs and Services: Marisol Aguayo:

BEAT

- Looked into the progress of the budget
- Handed out CPP's Got Talent event handbills
- Handed out Drag Bingo event handbills

ASI Cabinet

- Re-scheduled my 1:1 time with James for this week
- Was assigned to Dr. Ortiz's Farewell Celebration Planning Committee
 - Had our meeting on 10/30/14, items discussed were:
 - TBA

“Reel Rock”

- Met with Justin and Sarah to go over what needs to be done for the event
- Asked Andrew if he was still available to help, he mentioned he is busy, I told Justin that I could help him with certain items to ease off the load
 - Will be helping with:
 - Contacting Kelsey for a food quote
 - C&E for AV needs
 - Red Bull → Robby Gamble

Sponsorships/Partnerships: None

Adjournment: 1:15 PM