

BEAT Meeting Minutes
Bronco Student Center – Lyra – 11/07/14- 12:03 PM

I. Preliminaries

Call of Order: Called to order by Secretary of Programs and Services (*Marisol*): Time – 12:03pm

Roll Call:

Present: Xyrine, Marisol, Andrew, Hana, Sydney, Isolde, Iram, Aivan, Deena, Patricia, and Sara

Excused Tardy:

Excused Absence: Jeffrey, Chill, and ML

Absent:

Guest(s):

Quorum Check: Quorum was met.

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

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

Additions & Corrections: None

Agenda motion: Approved

II. Open Forum

III. Action Items:

IV. Discussion Items:

1. CPP's Got Talent Auditions Day 1
 - Andrew had some last minute preparations, such as making signs.
 - The event went smoothly.
 - Possibly market in the music department.
 - Need help setting up for Wednesday's event.
2. Midnight Madness
 - Discuss all the vendors and activities.
 - Possible layout of where the activities will be.
 - Posters and signs.
3. BEAT Calendar
 - Place behind the fridge.

4. Homecoming Concert
 - Andy Grammer kind-of artist. His type of genre because it involved to a good amount of people.
 - BEAT involved in the concert.

V. Information Items:

1. Creative Request Due
 - Give it to Chill to sign.
2. Volunteer Meeting
 - Next week, November 13, 2014 in Solaris
 - Be more interactive with volunteers
 - Ice breakers with volunteers

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

1. Music Chair: Hana Kim
 - Went to CPP's Got Talent auditions
 - Emailed auditioners
 - Set up time slots
 - Sleeved all the traveling show flyers
2. Music Chair: Andrew Densmore
 - Scheduled for CPP's got Talent
 - Prepared for traveling to NACA
 - Promoted got talent auditions page on facebook
 - Attended and judged for Tuesday's auditions
 - Looking for potential judges for November 4th and 12th
3. Outreach Chair: Aivan Chung
 - Sent "Drag Bingo", "CPP Got Talent", and "Traveling Show" poster to UHS
 - Made creative request for next quarter volunteer meeting and calendar
 - Had 1:1 with advisor and Marisol
 - Changed the location and date for volunteer meeting on January 15 with Susan
4. Programming Chair: Isolde Alfaro
 - Drag Bingo Nov. 20
 - Prizes finalized and almost all of them bought, voucher for Disneyland and Knott's.
 - Food and decorations bought and ready to go.
 - Watched Xyrine make posters haha.
 - Passed out handbills.

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

- Followed up to reserve University Park Stage for Feb.2 & 5 but no reply yet.

Makeover Mayhem Mar. 3

-Sent in creative request form.

Speed Friending Jan. 22

Sent in creative request form.

Prizes finalized and almost all of them bought, voucher for Disneyland and Knott's.

Food and decorations bought and ready to go.

Watched Xyrine make posters haha.

Passed out handbills.

5. Programming Chair: Iram Khajawall

November 03, 2014

-Searched for local magicians

-Went over the BEAT around the BRIC decoration ideas

November 05, 2014

-Submitted the CREATIVE request for Abracadabra: The Great Bronco Magic Show, BEAT Around the BRIC, and Midnight Madness

-Cathee approved Magic Show's Room Reservation

-Asked Aivan about any Responses regarding the Magic Show Auditions

November 06, 2014

-Went to BEAT conference

-Emailed Taylor Young for more information about Magic Club on Campus

-Painted the posters with Xyrine and Sydney

6. Programming Chair: Sydney Martinez

11/4/14 Midnight Madness

Finalized most of the vendors for Midnight Madness

One on one with chill

Worked on getting a disco ball

Talked to craig about the dimensions of the rooms

Planned where all the events will be going in the BSC

11/6/14 Midnight Madness

Contacted Branden aka 4ko about being the DJ

Finalized more vendors for Midnight Madness

Submitted program proposals for puppies in the park and the magic show

11/7/14 Midnight Madness

Looked into getting a disco ball

Talked to sarah about getting more money to maybe get a dance floor

Worked on making posters for the magic show and midnight madness

Finalized the poster for midnight madness

7. Programming Chair: Xyrine Dapal

Drag Bingo

- Bought chocolates, candies, and chips from Costco
- Bought table covers
- Bought film for Fujifilm camera
- Bought all of the prizes (Go Pro and gift cards)
- Made posters
- Posted on social media as marketing

Midnight Madness

- W9 and invoice:
 - o Caricature
 - o Balloon Artist and Face Painting
 - o Velcro Wall
 - o Wax Hands
- Bought sand art supplies
- Bought tie dye supplies
- Set up the layout
- Approved posters on Basecamp
- Made posters
- Contacted KIIS FM and MY FM as DJs
- Attended IHC meeting
- Approved for IHC co sponsorship

Speed Friending

- o Talked to designer about the posters

You Make My Heart BEAT

- o Talked to designer about the posters

8. Senator Pro-Temp Designee: Deena Wahba: N/A
9. MDPR Representative: Patricia Guevarra: N/A
10. Assistant Secretary of Programs and Services: Jeffrey Cuevas
 - Helped with CPPs Got Talent Auditions/judged in auditions.
 - Helped Isolde with Drag Bingo items.
 - Had One:One with Marisol
 - Reviewed and Signed forms for accountability and Office Key.
11. Advisor: Barnaby Peake: N/A
12. Advisor: Sarah Bauer: N/A
13. Advisor: Maria-Lisa Flemington: N/A
14. Advisor: Cathee Hill: N/A
15. Secretary of Programs and Services: Marisol Aguayo
 - Subject: BEAT Meeting
 1. As the Secretary of Programs and Services I must chair the BEAT meetings every Friday. A

variety of items are addressed at this meeting. This is what was addressed this past Friday October 17th, 2014:

- Last program for winter was passed this week; all winter programming has been approved
- Deadline of November 7th was given to all the BEAT chairs to turn in their creative request into MDP
- Had all BEAT members, including myself, sign an accountability agreement form relating to unexcused tardy and absences

Subject: Facilities and Operations Meeting

2. The renovation of Centaurus, the possible permanent place of BEAT, was a discussion item and as Secretary, I attended in order to express my opinions as well as be there as the representative for BEAT:

- Spoke about BEAT's last office space
- Spoke about BEAT's new office space
- Needs and concerns of BEAT were addressed with regards to space

Subject: Movie Night at the BRIC

3. With the addition of the BRIC into ASI, BEAT has taken an interest in being able to program there. Justin Moynihan came to BEAT seeking assistance with a rock climbing themed movie night/event. This is what has been done with that matter on my part:

- Contacted Robby Gamble the Red Bull Representative for Cal Poly
- Contacted Kelsey to get a food quote on 100 s'more items
- Contact C&E for AV needs at the movie

Sponsorships/Partnerships: IHC

Adjournment: 12:50pm