

## **BEAT Meeting Minutes**

*Bronco Student Center – Lyra*

### **I. Preliminaries**

#### **Call of Order:**

Called to order by Secretary of Programs and Services (*Marisol*): *Time – 12:10 PM*

#### **Roll Call:**

*Present: Cathee, Maria-Lisa, Sarah, Andrew, Hana, Jeff, Isolde, Sydney, Marisol, Xyrine, Jared*

*Excused Tardy: Aivan, Iram*

*Tardy:*

*Excused Absence - Barney*

*Absent: - Bonnie*

*Guest(s): N/A*

**Quorum Check:** Quorum was met.

**Approval of minutes:** Passed by Marisol

**Approval of Agenda:** Passed by Marisol

*Additions & Corrections: None*

*Agenda motion: Passed*

### **II. Open Forum: N/A**

### **III. Action Items: N/A**

### **IV. Discussion Items:**

#### **1. Tabling**

- i. Gave out a lot of flyers and got a lot of people interested in upcoming events. Many questions about Bronco Night Market considering the background knowledge of the 626 market.

#### **2. Learn to DJ**

- i. Went very well for everyone. The teacher was very positive and encouraged everyone to atleast give it a try. He kept people intrigued and didn't forget anyone in the crowd. Would highly recommend him to

come back and make it a recurring event. Company was easy to work with and always kept in touch.

**3. Traveling Show**

- i. Went well (Tijuana Panthers). New route ended up being a better location than University Park. Had a lot of fans on campus and were very easy to work with.

**4. Rock the Commons**

- i. Talking on details of Rock the Commons. Potentially give out blankets to the first set amount of people who attend. Presentation by Hana was given and some things left to do are find more vendors, activities, Lighting company (potentially). Talked about locations of tables, vendors and stages.

**V. Information Items:**

**1. Program Evaluations**

- i. Be sure to turn in your evals on time (one week after your event occurs).

**2. Cleaning Chalk Wall**

- i. Those who did not turn in their reports this week will be cleaning the chalk wall.

**3. Retreat Days**

- i. Team agrees on May 22<sup>nd</sup> from 1-4PM to have retreat.

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

1. Outreach Chair: Aivan Chung:

- Booked room at BSC for 2015-2016 volunteer meeting
- Had office hours
- Had 1:1 with advisor about social media and the Bronco Race
- Booked room for bronco race meeting
- Talked and Email Christine, UHS programming, about the Bronco Race
- Had 1:1 with Marisol

2. Programming Chair: Iram Khajawall: N/A

3. Programming Chair: Sydney Martinez: N/A

4. Programming Chair: Xyrine Dapal:

- Contacted Swank and ordered the movie
- Contacted FunFlicks and reserved an inflatable screen
- Finalized poster
- Talked to Kelsey about the update of the food

- Took out petty cash to buy decorations
  - The Bronco Race
  - Posted on social media to promote the race
  - Launched sign ups
  - Created a map of the race
  - Contacted Kind Bar and GoPro for sponsorships
  - Finalized poster
  - Talked to Village RAs to help spread the word out
  - Finalized food
  - Petty cash to buy materials for the BEAT task
  - Looked into possible prizes
5. Programming Chair: Isolde Alfaro  
**Glow Run, April 16<sup>th</sup>**  
Did event evaluation
- Night Market, May 1<sup>st</sup>**  
Went to the cultural centers and informed them about the night market.  
Reached out to Greek community to see if anyone would like to get involved.
- Midnight Madness, June 5<sup>th</sup>**  
No report
6. Music Chair: Andrew Densmore:
- Learn to DJ was this week
  - Completed the Event Evaluation form
  - Things I would improve on:
    - Getting marketing out on time
    - Utilizing social media a bit more
    - Invite as many people as you can to the event
  - Had about 500\$ left over from the proposed budget
  - Was not able to attend traveling show, have been very busy
7. Music Chair: Hana Kim: N/A
8. Assistant Secretary of Programs and Services: Jeffrey Cuevas
- Finalized Event Eval for Glow Run
  - Received general qdoba quote for BEAT Retreat
  - Attended first half of Learn To DJ

9. Secretary of Programs and Services: Marisol Aguayo:

- Had 1:1s
- Talked to ML about the retreat
- Attended “learn to DJ”
- Attended “Traveling Show”

10. Senator Pro-Temp Designee: Jared Tolbert: N/A

11. M DPR Representative: Bonnie Paresa: N/A

12. Advisor: Barnaby Peake: N/A

13. Advisor: Sarah Bauer: N/A

14. Advisor: Maria-Lisa Flemington: N/A

15. Advisor: Cathee Hill: N/A

**Sponsorships/Partnerships: N/A**

**Adjournment: 1:02 PM**