**Organizations Board of Directors (OBD/Clubs)**

**Associated Students of Foothill College**

**Tuesday, September 30th, 2014**

**1:00pm at Toyon Room, Campus Center, Room 2020**

“THIS MEETING IS OPEN TO THE GENERAL PUBLIC AND ALL FOOTHILL STUDENTS”

**Minutes**

1. **Roll Call and Call to Order/Establishment of Quorum**
	1. Call to order

This meeting was called to order at 1.04pm with Dexter Lim serving as the Chair, Cindy Fransisca as the Secretary and Erin Ortiz as the Advisor.

* 1. Roll Call

**Present executive board members:**

Dexter Lim- Vice President of Organizations

Kris Liu- Organizations Finance Director

Queenie Yu- Organizations Program Manager

Erin Ortiz- Organizations Advisor

**2. Approval of Minutes**

 All items are Disc. /Act.

 2.1 Approval of Minutes for June 10th, 2014 meeting.

 **Approved by general consent**

**3. Open Forum (3 minutes per announcement)**

 3.1 This is reserved for anyone from the public who wishes to speak on any item not on the agenda. Please limit your announcements to three minutes. Voting members of the Organizations Board are not allowed to speak under this item. Please not that the open forum is NOT for club business and no questions can be asked.

* Internship and career fair Tuesday October 21 from 11-2pm in the library quad. Please spread the word.
* Resume writing workshop on Wednesday, October 15 from 12-1pm in room 5502.

**4. Housekeeping**

 All items are Info.

 4.1 The following item are some friendly reminders for club representatives.

 4.1.1 Only one person per club can sit on the table to be officially represented as the OBD representative for the club

 4.1.2 Voting rights: Only active Clubs can sit at the table, to be reactivated/activated, clubs will need to sit back until

 motion passes. Exception are made for the first meeting, OBD representatives that have submitted their

 activation/reactivation form can sit at the end of the table but will not be involved in any voting until they are

 officially activated/reactivated.

 4.1.3 Paperwork’s deadline: All paperwork needs to be completed nearly and submitted by Monday 1PM to Erin or put it in the red box.

 4.1.4 ASFC Owl Card: Please get yours as soon as possible from the ASFC Smart Shop. OBD reps are required to be an Owl Card holder.

 4.1.5 Club tags: Please contact the Organizations Secretary to make your new club tag.

 4.1.6 Constitution: Organizations Program Manager reports on the deadline for clubs constitution before a club goes into the probation period.

 **5. ASFC Reports (3 minutes per item)**

 All item are info.

 5.1 Reports are given on ASFC updates

 5.1.1 Club Day: Club Day is on 8th of October, Wednesday from 12pm-1pm at the Library Quad

* If you miss out one club day throughout the academic year, you will be disqualified for the club of the year

 5.1.2 College Hour: Inauguration and Pep rally is on the 1st of October

* Campus center plaza.

 5.1.3 Senate project report: ASFC Senator from ASFC Senate Board will be providing updates on their current projects

* October 15th, political awareness day, 12-1pm, in library quad.

**6. Organizations Board of Director Executive Report**

 All item are info.

 6.1 Report given by the Organizations Board of Director Executive

 6.1.1 Quarterly club room request: Rooms are available on request. Temporary meeting room will be ASFC Club Room (Room 2010) or the ASFC office open area.

**7. Appointments and Resignations of ASFC Organizations Agent**

 All items are info. /Disc. /Act.

 7.1 Resignations

 Resignations from ASFC Organizations Agent.

 7.2 Appointments

 Appointments of ASFC Organizations Agent.

(Organizations Program manager, SAGE) Move to appoint Alexandra as an OBD agent for Fall 2014

Motion approved

**8. Petitions (3 minutes per item)**

 All items are Disc. / Act.

 8.1 Club Reactivations

 Clubs were previously active but deactivated, hibernated, or suspended can reactivate. Last week to reactivate is 5th week of the quarter.

(Organizations Finance director, Organizations program manager) Move to reactivate Social Action for Gender Equality (SAGE) for Fall 2014

Motion approved

(Organizations Finance director, Organizations program manager) Move to reactivate International Student Connection (ISC) for Fall 2014

Motion approved

(Organizations Finance director, Organizations program manager) Move to reactivate Science and Engineering Club for Fall 2014

Motion approved

(Organizations Finance director, SAGE) Move to reactivate We Care Club for Fall 2014

Motion approved

(We Care Club, SAGE) Move to reactivate Foothill Indonesian Club for Fall 2014

Motion approved

(Foothill Indonesian Club, Organizations program manager) Move to reactivate Anime Club for Fall 2014

Motion approved

(Organizations Finance director, We Care Club) Move to reactivate Chinese Student Union for Fall 2014

Motion approved

(Organizations Finance director, Organizations program manager) Move to reactivate Math Club for Fall 2014

Motion approved

(SAGE, We Care Club)Move to reactivate Computer Science and Engineering Club for Fall 2014

Motion approved

(Organizations Finance director, Foothill Indonesian Club) Move to reactivate Respiratory Therapy Club for Fall 2014

Motion approved

(SAGE, We Care Club) Move to reactivate Democratic Club for Fall 2014

Motion approved

(We Care Club, Foothill Indonesian Club) Move to reactivate Debate Club for Fall 2014

Motion approved

(SAGE, We Care Club) Move to reactivate Dental Hygiene Club for Fall 2014

Motion fails

(Organizations Program manager, Foothill Indonesian Club) Move to reactivate Gay Straight Alliance for Fall 2014

Motion approved

(We Care Club, SAGE) Move to reactivate Japanese Culture Club for Fall 2014

Motion approved

(Organizations Finance director, Science and Engineering Club) Move to reactivate Foothill Chess Association for Fall 2014

Motion approved

 8.2 Club Activations

 Clubs wanting to activate must obtain 5 signature from potential members and faculty/staff advisor to be on campus at all official meetings and events to oversee club’s account. Also, clubs need to send one voting representative to OBD weekly meeting on Tuesday at 1.00pm and have a constitution within four weeks of the activation.

(We Care Club, Foothill Indonesian Club) Move to activate Social Entrepreneurship Club for Fall 2014

Motion approved

(Organizations Finance director, SAGE) Move to activate Animal Appreciation Vet Information for Fall 2014

Motion approved

 8.3 Activity Petitions

 Please see Erin Ortiz, Student Activities Specialist 1 month prior, she can act as the event coordinator. To hold an event, clubs need to submit activity petitions to OBD one week/ two weeks/ or four weeks in advance before the date of the event depends on the type of event, after obtaining Erin’s, Club Representative’s and Advisor’s signatures.

 Erin’s info: Office located in Student Activities Office, Room 2008.

 Phone: (650) 949- 7060

 E-mail: ortizerin@fhda.edu

 8.4 Fund Requests

 Clubs are eligible for $50 (One time Seed Money for new club), $200 (Annual Grant for general use), $500 (Special Activities Fund per year for on-campus events, petition attached with minutes that includes the approval of the event and expense list), and $1000 (Organizations Project Fund for any large events that requires 4-weeks in advance notice that goes along with the purpose of the clubs for on-campus events).

(Finance director, Program manager) Move to allocate $200 out of annual grant to Respiratory Therapy Club

Motion approved

**9. Club Reports (3 minutes/report)**

 All items are info.

 9.1 All active clubs may give reports on their club business.

* GSA is planning a Nerf event, Saturday 2014 (Open to public)

**10. Open Discussion Forum**

 All items are info. /Disc.

 10.1 Clubs representative can ask any question about ASFC, Organizations Board of Directors and Clubs.

* Anime Club: Trouble collecting signatures; room delayed. (Requests temporary meeting room with projector.)
* AAVI: OBD Rep must be present because that’s the person we will be contacting for any club-related issues.

**11. Finance Reports**

 11.1 Account status and funds information

 Enquiry on your account status, account balance and funds information please see the Vice President of Organizations after the meeting. OBD executive will send club representative the information in 24 hours time.

 11.2 Reimbursement and accounting office

 Please see Student Accounts Manager, Kamara Tramble and her assistants after the meeting for reimbursement. Reimbursement will only be done at the end of every meeting. Reimbursement request during the account office department would not be entertain.

 Kamara Tramble- Student Accounts Manager

 E-mail: tramblekamara@gmail.com

 Phone: (650) 949- 7060

 Room 2005

**12. Announcements**

 12.1 Announcements from club representatives that are not club-related can be made here.

* Foothill Chess Club, Dental Club,…. : Must submit advisor’s responsibility form to red box by Monday.

**13. Commendations**

 13.1 Commendations from club representatives or the public can be made here.

 Erin comments Dexter on his awesome job.

**14. Adjournment**

 14.1 This meeting was adjourned at 1:52 PM

Prepared by,

Cindy Fransisca

ASFC Senator