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

**Associated Students of Foothill College**

**Tuesday, October 7th , 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 1:06pm with Dexter Lim serving as the Chair, Hans Hambali 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

Hans Hambali – Organization Secretary

Alexandra Qin – Agent

Anastasia Nasyrova-Agent

(Elise)Ming Qin Ooi-Agent

Qing Rong Ye-Agent

Erin Ortiz- Organizations Advisor

Club names:

Social Entrepeneurship Club (1/2 Absent)

AAVI Animal Appreciation Vet Information(1/2 Absent)

Foothill Chess Association

Foothill Dental Hygiene Club

Debate Club (Absent)

Gay Straight Alliance

Japanese Culture Club

Chinese Student Union

Anime Club

Computer Science and Engineering Club

Democratic Club (1/2 Absent)

Math Club

Respiratory Therapy Club (1/2 Absent)

SAGE (Social Action For Gender Equality)

International Student Connection

Foothill Indonesian Club

We Care Club

Science and Engineering Club (SEA) (1/2 Absent)

**2. Approval of Minutes**

 All items are Disc. /Act.

 2.1 Approval of Minutes for September 30th , 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.

* Casper: More space for clubs in Footprints. (Applications due next week)

**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.

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

 **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 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 Orgsync: Provide information and guideline for Orgsync

* Link on MyPortal or orgsync.com (with myportal ID and password).
* App available for iPhone.
* Existing clubs have portals and events synced onto calendar.
* Email addresses and names linked with foothill banner. Periodically resets if modified on OrgSync.
* Privacy and notification (e-mail and text) options available.
* Club administrators: update and personalize profiles, invite people.
* Forms: fund request, club room request.
* Notify instructor. approval required from administrator.
* Provides list of active and inactive clubs.
* Orgsync promo before Club day.

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

 All items are Disc. / Act.

 7.1 Club Reactivations

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

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

Motion approved

(Foothill Chess Association, We Care Club) Move to reactivate Foothill Media Club for Fall 2014

Motion approved

(SAGE, Program Manager) Move to reactivate for Foothill Economics Club Fall 2014

Motion approved

(SAGE, Gay Straight Alliance) Move to reactivate Fund the Future (Formerly known as Microcredit club) for Fall 2014

Motion approved

(We Care Clab, Science and Engineering Club) Move to reactivate Phi Beta Lambda for Fall 2014

Motion approved

(Anime Club, SAGE) Move to reactivate Iranian Club for Fall 2014

Motion approved

(SAGE, Anime Club) Move to reactivate Muslim Student Association for Fall 2014

Motion approved

(SAGE, We Care Club) Move to reactivate Foothill College medical/dental Brigades for Fall 2014

Motion approved

(Program Manager, Foothill Indonesian Club)Move to reactivate Entrepeneurship Club for Fall 2014

Motion approved

(SAGE, Anime Club) Move to reactivate Business Club for Fall 2014

Motion approved

(We Care Club, Foothill Media Club) Move to reactivate Accounting Club for Fall 2014

Motion approved

(SAGE, Foothill Media Club) Move to reactivate Student Chapter of NAVTA for Fall 2014

Motion approved

(Gay Straight Alliance, Program Manager) Move to reactivate Anthropology Club for Fall 2014

Motion approved

(We Care Club, SAGE ) Move to reactivate Jews Israelis and Friends for Fall 2014

Motion approved

(Anime Club,Foothill Indonesian Club)Move to reactivate United Nations club for fall 2014

Motion approved

(Program Manager,Gay Straight Alliance)Move to reactivate Foothill Sports Club for fall 2014

Motion approved

(We Care Club, SAGE)Move to reactivate Internation Aid Club for fall 2014

Motion approved

 7.2 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.

(SAGE, Program Manager) Move to activate Energy Champions for Fall 2014

Motion approved

(SAGE, Gay Straight Alliance) Move to activate Producer and Artist Club for Fall 2014

Motion approved

(Fund the future, Chinese Student Union)Move to activate Poker Club for fall 2014

Motion approved

(SAGE, Foothill Indonesian Club)Move to activate TED Talks Club for fall 2014

Motion approved

(We Care Club, Program Manager)Move to activate Club de Espanol for fall 2014

Motion approved

 7.3 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

(SAGE, We Care Club)Move to allow United Nations club to organize the USCB MUN from 6PM Friday November 7th to 3PM November 96th at UCSB Campus.

Motion approved

 7.4 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).

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

 All items are info.

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

**9. Open Discussion Forum**

 All items are info. /Disc.

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

**10. 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

**11. Announcements**

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

**12. Commendations**

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

**13. Adjournment**

 14.1 This meeting was adjourned at 2:13 PM

Prepared by,

Hans Hambali

Organization Secretary