**­­­­­­­­Organizations Board of Directors**

**Associated Students of Foothill College**

Tuesday, April 23rd, 2013

12:00pm at Toyon Room, Campus Center, Room 2019

**Agenda**

### Roll Call and Call to Order/Establishment of Quorum

* 1. **Call to Order**
	2. **Roll Call**

*Clubs will be marked as “ABSENT” if the OBD representative of the respective clubs did not present themselves as “PRESENT” during roll call. All the “LATE” representatives must report to the vice president after the meeting.*

*If you are late of leave early it will count as ½ Absence.*

###### Approval of Agenda and Minutes

###### 2.1 Approval of Agenda for April 23rd, 2013 DISC/ACT

**2.2** Approval of Minutes for April 16th, 2013 **DISC/ACT**

######

###### Open Forum (5 minutes per announcement)

###### *This is reserved for anyone who wishes to speak on any item not on the agenda. Please limit your announcements for five minutes. Please note that the open forum is NOT for club business and no questions can be asked.*

### ASFC Reports (5 minutes)

* + - * ASFC upcoming Events
			* API Heritage Month
			* ASFC Elections – time to collect signatures
			* Earth Justice Day – happened
			* Commencement Ceremony – Professor Nomination form
1. **OBD Report (5 minutes)**
	* + Club Day Spring Quarter April 24th 2013. – TOMORROW!, Library Quad 12-1pm
		+ Recommitment forms needed in order to reactivate/ Room Request Forms – assignment to rooms starts this week
		+ Constitution
			- Without Constitution submitted by first Tuesday of next Quarter- Club cannot reactivate
			- You have 4 weeks to submit and ratify your constitution!
		+ President Sheet – please put in your Club President’s information (at least name and email)
		+ Website of Clubs
			- Logo
			- Meeting time
			- Correct contact information
		+ Office Tour

### Petitions (3 minutes per item)

**5.1 Club Activations**

*Clubs wanting to activate must obtain 5 signatures from potential members and faculty/staff advisor to be 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 12:00 pm and have a constitution within four weeks of the activation.*

**DISC/ACT**

**5.2 Club Reactivations/Recommitment**

*Clubs who were active previously, but were deactivated, hibernated, suspended, or on probation can reactivate. Clubs who have been active in the previous quarter can recommit until the 4th week of the following Quarter.*

**DISC/ACT**

**5.3 Activity Petitions**

*Please see Erin 1 month prior, she can act as the event coordinator. To hold an activity, Clubs need to submit activity petitions to OBD two weeks prior to the date of activity, after obtaining Erin’s, Club Representative’s and Advisor’s signatures.*

 **DISC/ACT**

**5.4 Fund Requests**

*Clubs are eligible for $50 (one time seed money for new club), $200 (annual grant for general use), $400 (loan per year), $500 (special activity fund per year for on-campus events, petition attach with expense list), and $1000 (SPO7, special project fund for cultural event, hand in request 30 days prior).*

**DISC/ACT**

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

 *Active clubs may give reports on their club businesses.*

1. **Finance Reports**
	* For questions regarding Fund requests or your Account contact:
	* Kevin Murphy – murphykevinm@foothill.edu

Room: 2006

Finance Code meeting will be set after all schedules submitted. Meetings will begin in February.

1. **Announcements**
2. **Commendations**
3. **Adjournment**

Prepared by:

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