**­­­­­­­­Organizations Board of Directors**

**Associated Students of Foothill College**

Tuesday, February 5th, 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 February 5th, 2013 DISC/ACT

**2.2** Approval of Minutes for January 29th, 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.*

### Housekeeping

* Friendly Reminders
	+ Only one person per Club can sit at the table
	+ Only active Clubs can sit at the table, to be reactivated/recommitted/activated clubs will need to sit back until motion passed.
	+ All paperwork needs to be completed and submitted by Tuesday 11am. It can be submitted to the OBD Board, the Red Box or Erin Ortiz.
	+ Name tags for all active Clubs

### ASFC Reports (5 minutes)

* + - * Eco Pass results
			* March in March – Will be going to the capital March 4th
1. **OBD Report (5 minutes)**
	* + Contact Sheet- new one with only recommitted clubs will be available next meeting
		+ Reminder of Club Room and Cork Board in the Student Activities Office, will be adding on big wipe board all active clubs of this quarter.
		+ Reactivation forms from now on
		+ Constitutions
		+ Activity petition

### 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:
	* Sirisha Pingali – no longer here, new Accountant

Room: 2006 or Omar Zeitoun (zeitoun\_omar@yahoo.com)

* + Finance Code meeting will be set after all schedules submitted. Meetings will begin in February.
	+ Omar is working on finalizing the list and printing it.
1. **Announcements**
2. **Commendations**
3. **Adjournment**

Prepared by:

Sarah Schueler

OBD Vice President

Sarahschueler74@gmail.com

(650) 400- 7542