

**Western Washington University Associated Students
Activities Council**

Meeting Minutes for Monday, January 11th, 2016

Non-Voting Members: Casey Hayden (Student Activities Advisor)

Voting Members: Israel Rios (AS VP for Activities), George Vadino (Club Representative), Alex LaVallee (AS Representative), Walter Lutsch (AS Club Coordinator), Ryan Roberts (AS Club Business Director), Nicole Carroll (Student at Large), Bryce Hammer (Student at Large), Erin Johnson (Student at Large), Nikola Bocko (Club Representative)

Absent: Anujin Ganbat (Club Representative)

Guests: Willa Cooksey (SEEDR), Chloe Yugawa (Swing Kids), Miriam Jaffe (Zine Club), Tori Engström (Glee Club), Callum Dickerson (Net Impact), Anna Kemper (ESP), Galen Herz (Students for Renewable Energy), Julia Rutledge (Viking Radio Theatre), Stephen Magnuson (Outdoor Center), Mitchell Lee (Outdoor Center), Wayne Rocque (Social Issues Resource Center), Aleyda Cervantes (Social Issues Resource Center), Elva Nitereka (Womxn's Center), Annika Fleming (Disability Outreach Center)

Secretary: Jessi Navarre (Board Assistant for Club Committees)

Motions

AC-16-W-1- Approval the minutes of Activities Council meeting from 11/23/15 and 11/30/15 with the stipulation that the appropriate changes would be made. - **PASSED**

AC-16-W-2- Suspension of the rules of operation. - **PASSED**

AC-16-W-3 - The addition of Swing Kids to the Agenda as an Info Item under c. - **PASSED**

AC-16-W-4- Reinstitution of the rules of operation. - **PASSED**

AC-16-W-5- Recognition of Zine Club as an official Associated Students club under the category of Arts, Music, and Dance. - **PASSED**

AC-16-W-6- Approval of the amount of \$128 in the form of an underwrite to SEEDR for their Winter Kickoff Event. - **PASSED**

AC-16-W-7- Movement of Swing Kids' request to action item.- **PASSED**

AC-16-W-8- Approval of the amount of \$275 in the form of a grant to Swing Kids for their Winter Workshops. - **PASSED**

AC-16-W-9- Approval of the amount of \$40 in the form of a Bookstore Donation to WWU Glee Club's performance raffles.- **PASSED**

AC-16-W-10- Movement of the Disability and Outreach Center's request to the end of the meeting.- **PASSED**

AC-16-W-11- Movement of the request from the Disability Outreach Center to an action item. - **PASSED**

AC-16-W-12- Approval of the amount of \$20,000 in the form of a grant to the Disability Outreach Center for their museum on wheel event. - **DENIED**

Israel Ríos, A.S. Vice President for Activities, called the meeting to order at 6:08p.m. January 11th, 2016.

I. APPROVAL OF MINUTES

Rios asked the council if there were any edits to make to the agenda.

Motion AC-16-W-1 by Lutsch

Moved to approve the minutes of Activities Council meeting from 11/23 /15 and 11/30/15 with the stipulation that the appropriate changes would be made.

Seconded: Carroll Vote: 9-0-0 **PASSED**

II. REVISIONS TO THE AGENDA

Rios noted that there would be a 15-minute time limit for all proposals presentations at this meeting. He also mentioned that Swing Kids needed to be added to the agenda.

Motion AC-16-W-2 by LaVallee

Moved to suspend the rules of operation.

Seconded: Roberts Vote: 9-0-0 **PASSED**

Motion AC-16-W-3 by Hammer

Moved to add Swing Kids to the Agenda as an Info Item under c.

Seconded: LaVallee Vote: 9-0-0 **PASSED**

Motion AC-16-W-4 by LaVallee

Moved to reinstate the rules of operation.

Seconded: Roberts Vote: 9-0-0 **PASSED**

III. BUSINESS DIRECTOR'S REPORT

Roberts said that \$8,764.25 of Grants/Loans/Underwrites had been used, leaving the \$33,000 budget with 74.44% remaining. He said that \$2,950 of Club Conference Funding had been used, leaving the \$14,000 budget with 78.93%. He said that \$40,000 of the Large Event Opportunity Fund had been used, leaving the \$65,000 budget with 38.46%. He said that \$1,020 of the Book Store Donation Fund had been used, leaving the \$4,000 budget with 74.5%.

IV. CLUB RECOGNITION

a. Zine Club

Miriam Jaffe said that she wanted to create a safe space for students to create zines. Bocko asked what a zine was. Jaffe explained that a zine was a self-published piece of art or writing, usually in the style of a magazine. Lutsch asked how much interest the club had generated. Jaffe said that she had not advertised yet because she wanted to wait until the club had been officially approved. Carroll asked what would happen at weekly meetings. Jaffe said that she would want to keep the meetings open-ended and as a safe place to collaborate. She said that the group could make a zine together or individually. LaVallee asked if there would be any funding requests from Activities Council in the future. Jaffe said that they might want to request money to be able to travel to shows.

Motion AC-16-W-5 by Carroll

Moved to recognize Zine Club as an official Associated Students club under the category of Arts, Music, and Dance.

Seconded: Lutsch Vote: 9-0-0 **PASSED**

V. ACTION ITEMS

a. SEEDR (\$128)

Willa Cooksey, President of SEEDR, said that she was requesting funds for their winter kickoff event. She wanted to use the event to recruit more members and teach students about what SEEDR does. She said that the request was to money to get food and publicity. She said that they had a logo and wanted to make stickers as well. Rios asked how outreach had been over the course of Fall quarter. Cooksey said that they had one event, a movie showing, and they had gotten more interest from friends of already existing club members. She said that this kickoff would generate more interest and spread information about their club. Carroll asked for clarifications about the amount they were requesting. Cooksey said that they originally thought they could not ask for food so they had made two separate requests. Rios said that they had combined the two requests into one amount so that the club could purchase food.

Motion AC-16-W-6 by Lutsch

Moved to approve the amount of \$128 in the form of an underwrite to SEEDR for their Winter Kickoff Event.

Seconded: Carroll Vote: 9-0-0 **PASSED**

VI. INFO ITEMS

a. Students for Renewable Energy (\$600)

Galen Herz said that he was requesting money for Women of Color Speak Out. He said that SRE was collaborating with the AS Social Issues Resource Center, AS Environmental Center, AS Womxn's Center and the Office of Sustainability to bring to four women of color climate justice organizers in Seattle to Western Washington University who were working to educate and inform communities on the climate crisis. He said that he had attended group events like this before and wanted to bring something similar to Western. He said that the event would focus around Climate Change and Systems of Oppression. He said that Women of Color Speak Out would have speakers that would share their personal stories about social justice. He said that they had a grant from the Diversity Fund. He said that this request was for money to help with catering. Lutsch asked for clarification about the request being listed of Large Event Opportunity Fund. Rios said that they had moved it to Grants Loans and Underwrites. Herz mentioned that they had received \$1200 from the Diversity fund for the event. He said that all of Western is effected by the topics being discussed so all of Western would benefit from this event. He said they would be having a planning meeting soon. Rios asked for an update next week on what was discussed at the planning meeting. LaVallee asked for clarification on the request and the online budget showing \$500 instead of \$600. Herz said that the \$500 was a mistake and that \$600 was the amount of the actual request. Lutsch asked if they knew specifics on food costs. Herz said no, but that it would be discussed during the planning meeting. Rios asked if the event would still go on without food. Herz said yes, and that Aeromark was very pricey and might not be a great option for the event. Roberts said that they should regard policy and because Aeromark had a contract with University so their event had to get catering from Aeromark unless they could make a case as to why another option was better for the event. Lutsch asked for a more finite budget and asked Herz to contact Aeromark for more specific information.

b. Viking Radio Theatre and Swing Kids (\$6998.54)

Walter Lutsch said that he was the Production Director for Viking Radio Theatre. He said that the previous year they had a 1940s Mystery Dinner Night brought together with Swing Kids and Foul Play and the event had showcased every club's hard work and talent. He said that they had requested \$5000 last year and used all of the funds, but the request was an underwrite and they were able to return a little less than half back to the council. He said that the budget increased this year to host a larger capacity, 200 tickets. He said that the event had moved this year to the Leopold Crystal Ballroom and theyh planned on having Casino gaming, swing dancing lessons, live music, a murder mystery overseen by former members of foul play, catered dinner, and

a live performance by Viking Radio Theatre. He said that the Leopold could hold 250 people with round tables that they did not have to rent. He said that the downside was they had to pay a building manager to be there after 9pm. He said that they were hoping to get a winter publicity package to offset some of the publicity costs. He said food was the large rest part of the budget, feeding 200 people. He said that last year the event had sold out, actually over sold. He said that they should return about \$3750 to the council from ticket sales. Carroll commended his thorough budget. She asked when the event was. Lutsch said that the event was scheduled for Friday March 4th, but maybe March 5th. Rios mentioned that tickets were \$15, \$20 for non-students. Lutsch said that they planned on pre-selling tickets and increasing the tickets by \$5 closer to the date.

c. Swing Kids (\$275)

Chloe Yugawa said that they were hosting a Winter Workshop at an off campus location and needed money for publicity and to pay dance teachers for the event. Rios asked how well attended their events had been in the past. Yugawa said that their Fall Workshop had been very well attended. Carroll asked for a breakdown of the budget. Yugawa said that they needed to pay three teachers and they needed to pay to rent the space. Rios asked for clarification about the date. Yugawa said that the date was January 23rd and the April date was a mistake.

Motion AC-16-W-7 by Roberts

Moved to move Swing Kids' request to action item.

Seconded: Lutsch Vote: 9-0-0 **PASSED**

LaVallee asked for information on the instructors. Yugawa said that one of the instructors was a WWU alumni and the other was a tap dance teacher. Lutsch asked if they would partner with the Tap Dancing Club. Yugawa said that they had contacted them to let them know the event was happening. Carroll said that they would need tap boards is they planned on using tap shoes. Yugawa said that she worked at the studio in question and knew they could use tap shoes on the floors.

Motion AC-16-W-8 by LaVallee

Moved to approve the amount of \$275 in the form of a grant to Swing Kids for their Winter Workshops.

Seconded: Hammer Vote: 9-0-0 **PASSED**

VII. BOOKSTORE DONATION

a. WWU Glee Club (\$20-\$40)

Tori Engström said that they were requesting money to get gift cards for their audience member raffle during their Winter Performances. They said that they were asking for gift cards from businesses around town as well. Rios asked for clarification on if they were asking for 2 \$10 gift cards or 4. Engström said that they would appreciate either 2 or 4 to keep the amount of gift cards even at both performances. LaVallee asked when the showcases were. Engström said that they would be March 6th at noon and 7pm in PAC 16.

Motion AC-16-W-9 by Carroll

Moved to approve the amount of \$40 in the form of a Bookstore Donation to WWU Glee Club's performance raffles.

Seconded: Vadino Vote: 9-0-0 **PASSED**

VIII. LARGE EVENT OPPORTUNITY FUND REUQUEST

a. Disability Outreach Center (\$20,000)

Rios said that they would table this item until the end of the meeting to allow Annika Fleming time to arrive.

Motion AC-16-W-10 by Hammer

Moved to move the Disability and Outreach Center's request to the end of the meeting.

Seconded: Lutsch Vote: 9-0-0 **PASSED**

b. Outdoor Center (\$2550)

Micheli Lee said that he was from the Outdoor Center and was requesting money for an event bringing Blake Harrington, a WWU alumni, to campus. He said that Harrington was a climber and his book, Cascade Rock, had just been released. He explained that Harrington would speak to students about climbing and also his new book. He said that the request was to purchase 54 of Harrington's books. He said that they wanted to purchase books instead of going through the process of obtaining a vender's license for Harrington to be able to sell his book at the event. He added that 50 copies would be to give out at the event and 4 would be for the Outdoor Center to keep. He said that Harrington would come regardless of the approval of this request and the event was free. He said that the event was to create a safe space to discuss climbing because there was such a huge climbing community in Bellingham. He said that they expected 200 people to come to the event. Bocko asked if the 4 copies of the book for the Outdoor Center would be for students to check out. Lee explained that

2 copies would be for check out and 2 would be reserved for excursions and research for trips. Rios asked for clarification on the new request. Lee said that the original request included \$200 for food, but they removed food from the request and added 4 books for the Outdoor Center to keep. Rios asked how much the Outdoor Center was contributing to the event. Lee explained that Outdoor Center would not be putting in any of their own funds, adding that there was no charge for renting Artzen Hall and there were no other components to the budget besides the purchasing of books. Rios asked if there were funds that the Outdoor Center could contribute. Lee said no and that the request for Activities Council to cover the books. He mentioned that a vender's license would be \$500. Hayden said that it might be even more of an incentive for Harrington to come if they covered the vender's license and allowed him to sell his books at the event. Lee said that Harrington was under that impression and that they had not discussed the purchasing of books with him, but he said the Outdoor Center wanted to go above and beyond and give him an incentive to come back in the future. Hayden asked why they had decided against a vending agreement if there would be 200 people at the event. Lee explained that they wanted to be able to give away free books and buying books from Harrington would be an added incentive for him to host the event. Hayden suggested purchasing a few free books to give away and then doing a vender's agreement since Harrington would probably prefer to sell books at the event anyway. Bocko asked if the book was at the bookstore. Lee said probably not since the book had just been released on January 5th. Bocko said they could do a Book Store Donation request and then buy the books from the bookstore. LaVallee said that 50 books was a lot in his opinion. Lutsch said they should look up the process of getting a vender's license. Navarre noted that 50 free books was Y# of the expected audience. She said that, in those circumstances, if she did not receive a free book she would feel left out from a large portion of the audience. She suggested buying 10 books instead. Hayden mentioned that if they handed out so many books that people not as interested in climbing might throw the book away or put them on a shelf somewhere. He said that the council should make the most of Student Dollars. Bocko asked how they would decide who would get the books. Lee said that they had not talked specifics yet. Lutsch suggested a raffle. Hayden said it could be raffle or they could be stickers under a few chairs or give them to the first few people in line. Navarre suggested that Lee come back the next week with a breakdown of how much it would cost to buy 10, 20, and 25 books alongside their breakdown for 54.

c. Outdoor Center/Lakewood (\$1000)

Jeff Davis introduced himself as Viking Recreation Staff and Lakewood Manager. He said that the goal of the event was to target people who had never been to Lakewood by providing extra staff and guided experiences. He said that they needed funding for PR and publicity. He said that they had been discussing the use of shuttles from WWU to bring people to the event or renting the AS vans. He mentioned that Lakewood was about more than just Watersports and they would have games and activities as well. Roberts asked if they had wetsuits. Davis said yes. Roberts asked if they would be available at the event. Davis said yes. Lutsch said that Lakewood was not a Program Office, which was what the Large Event Opportunity Fund was designated for, but the request was through the Outdoor Center so they would count this request as the Outdoor Center's second and final request from the fund if they were both approved. Davis stressed that Lakewood was Viking Recreation and this event expanded the vision of what recreation was. Roberts mentioned that there was also a challenge course. Rios said that this was the first year for the Large Event Opportunity Fund and that they were setting the precedent for how the fund was interpreted in the future. Roberts said that he felt that the Outdoor Center, Lakewood, and Vi-Queen are all under the same roof and should be treated as such. Davis said that he was working alongside the Outdoor Center on making a united Viking Recreation. Hammer asked if Lakewood was associated with the Outdoor center if this request would count as one of that Program Office's two possible requests from the Large Event Opportunity Fund. Lutsch said that if all of AS Productions only go two dips into the fund there would be essentially chaos, so in the future they could treat Lakewood as having its own two requests from the Large Event Opportunity Fund. Rios said that Lakewood on its own does not qualify as a Program Office, but as a function of the Outdoor Center it can make requests to the Large Event Opportunity Fund. Hammer for clarification. Rios said that there was some gray area in regards to Lakewood as a Program Office or a facility. Roberts said that in the future a Lakewood request should be partnered with and treated as an Outdoor Center request. Hayden said that they did not need to solve the wording of the Large Event Opportunity Fund, but that they were the ones who determined if the request was eligible through the Outdoor Center. Roberts wanted more details about transportation for the next meeting. Davis said they could rent vans or use Outdoor center vans. He also mentioned the possibility of shuttle busses.

d. SIRC (\$11,500)

Aleyda Cervantes, the AS Social Issues Resource Center Coordinator, and Wayne Rocque, the AS Social Issues Resource Center Outreach Coordinator, introduced themselves. Cervantes said that their office and tossed around the idea of an Activism Week, but found that scheduling speakers all for a certain week was not logistically possible. She said that they had decided on hosting a series of speakers to come to campus as an event called Cultures of Resistance: Activism through Art. She said that the first speaker was Pierce Freelon on January 28th, who used music and creativity to explain contracted racism. She said that Juan Espinoza, scheduled for February 4th, did spoken word around Chicana and queer identities. She said that Late Nite Art, scheduled on February 11th, focused on community building with art and music focused around questions around social issues. She said that Xiuhtezcatl Martinez, scheduled for February 18th, was 14 years old and the director of Earth Guardians. She said that he spoke about climate change from an indigenous perspective. She said that Remi Kanazi, scheduled for February 22nd, was a poet and writer who spoke about activism from a Palestinian perspective. She went on to say that art was an accessible way of learning about activism. She said that they were requesting funding to cover speaker fees. She noted that SIRC was covering other costs like travel, hospitality, and publicity. Roberts said that he thought the event was a fantastic idea to bring to Western. He noted that there had been a request in the past that involved three separate events and they had asked the group to cut the request down to two and counting that request as the office's two uses of the Large Event Opportunity Fund. Rios did not recall the situation, but noted that they should make the wording of the policy more specific in that case. He asked how the event would be effected if they did not receive funding for Activities Council. Rocque said that if they did not get all the funding from the request then it would leave the SIRC with less funding for spring events. Navarre noted that the request previously mentioned by Roberts was from the VU Gallery where they had wanted to request funding for three separate gallery showings in one request and the council had the request reduced to two showings and treated the single request as the VU Gallery's maximum of two uses of the Large Event Opportunity Fund. She noted that Motion AC-15-F-52 had approved the VU Gallery's full request and had not made a stipulation that the request was treated as two smaller requests. Rios said that this request, though for many speakers on separate dates, could be treated as one event and therefore as one request. Lutsch asked for clarification about the speakers. Cervantes said that three of the speakers were packaged together and they would get \$500 off of speaker fees for each if they requested all three. She said that they especially would like that \$10,000 of the request covered. Hayden noted that this type of request was what the fund was designed for.

e. Womxn's Center (\$6200)

Elva Nitereka said that that she was hosting an event called Food Justice and Racism. She said the event would center around the exploitation of farm workers and bring speakers to talk about the issues. She said that this event was a platform to give those people voices. She said that the speaker, Gloria Martinez, was elected spokesperson for the new farmworker union in San Quentin Mexico. She said that the \$6200 request was mainly for speaker fees. She stressed that you can't put a price on the message. She said that they planned on bussing Martinez from Mexico to San Diego and then flying her to Bellingham. She said that the event was one 1 day, but Martinez would spend 4 days working with the local farmworker union. Rios asked what the Womxn's Center was paying for. Nitereka said that they would be covering about \$250 for publicity and anything extra they might need. Roberts asked about the relationship between Martinez, farmworker justice, and the Women's Center. Nitereka said that Martinez was a woman and farmworker justice was a movement that involved women. She said that Martinez was representing more than one marginalized identity and that representing women was important. LaVallee asked the location. Nitereka said that the event was scheduled to be in AW204 on February 9th.

f. ESP (\$6000)

Anna Kemper said that she was the AS Environmental & Sustainability Programs Director and that Callum Dickerson would be representing Net Impact. Dickerson said that the 2-day conference was meant for students and community members to meet with professionals. He mentioned that 9 or 10 students attended the National Conference funded by Activities Council and they wanted to bring that sort of experience to Western as well as to the community. He said that he wanted the event to bring new ideas to Bellingham and apply new techniques for sustainability through engineering, design, community development, and more. Kemper said that they wanted to represent economic and social sustainability as well as environmental. She stressed that collaboration with the community was important and the intersectionality between Western and the community should be explored. LaVallee asked what the request were funding. Dickerson said that the money would be for speaker fees, food, and a photo booth. He mentioned that they had underestimated and they wanted to be catered by the Co Op to represent the values they present at the conference. Rios said that money from this fund could not be spent on food. LaVallee asked for estimated attendance. Dickerson estimated around 300, the majority being students. He said that they planned on advertising in the community. LaVallee asked for the location of the

event. Dickerson said that they planned to host the event in a few rooms in AW. He said the event would happen without the funding, but there would be limits on what speakers they could bring. LaVallee asked what speakers they had secured. Dickerson said they had not extended invitations yet because they wanted to secure funding before doing so. Rios asked about the Sustainable Action Fund. Kemper said they were closed winter because they were undergoing refurbishments. LaVallee asked about revenue. Dickerson said that a student ticket was \$16.82 and general was \$22.09 including tax. Roberts mentioned that some of the speakers would cost \$400 to see on their own so having an event with so many speakers was a great deal. LaVallee ask if the event conflicted with Dr. Vandana Shiva. Kemper said that Dr. Vandana Shiva was speaking the day before the event. LaVallee asked for more information on the possible speakers.

g. Disability Outreach Center (\$20,000)

Annika Fleming, DOC coordinator, said that she wanted to bring a 100% accessible museum on wheels traveling to Seattle up to Bellingham. She said that the museum would be accessible to those with hearing and visual impairments as well. She explained that a lot of people don't talk about the Disability Rights Movement or know about it. She said that this event was inspired by a documentary called Lives Worth Living. She said that the cost was expensive and the museum was not willing to lower their price. She said that the cost would be \$25,000 total. She said that her office could contribute \$3500 and she was going to try to get money from the Diversity Fund, MGMT Council, and a donation from Fred Meyer. LaVallee asked if the event was 3 days. Fleming clarified that it would be for 1 day. She said that she wanted to keep the event accessible and free to everyone. Hammer asked if the museum traditionally had an admission fee. Fleming said no. Lutsch said that they had requests totaling to double the amount of funding available through the Large Event Opportunity Fund. He asked if she was willing to charge a fee. Fleming said that she would not want to charge a fee, but that she was looking into involve Woodring. Hayden said even with a fee the funds returning would not crack the \$20,000 spent. Fleming said that if the event was free she could encourage professors to require students to attend and get as many people involved in the event as possible. Vadino asked what kind a fee would be considered. Fleming said that she would not charge people a lot if they needed to have a fee. Hayden advised against having a fee. Bocko asked if there was a club involving disability on campus. Hayden said that Western used to. He said that the event cost so much because the museum usually went to large corporations that could provide sponsorships. Johnson asked if there were other sources of funding. Roberts suggested the AS Reserve fund and presenting to the

Board of Directors. Rios said that \$20,000 was a little under half of the total requested that meeting and funding the event would be difficult with all of the requests. Rios suggested taking the request off the table.

Motion AC-16-W-11 by Roberts

Moved to move the request from the Disability Outreach Center to an action item.

Seconded: Lutsch Vote: 8-0-0 **PASSED**

Motion AC-16-W-12 by LaVallee

Moved to approve the amount of \$20,000 in the form of a grant to the Disability Outreach Center for their museum on wheel event.

Seconded: Roberts Vote: 1-6-1 **DENIED**

IX. Other Business

Rios mentioned that they had an open spot on the council and he would be opening up an application.

Rios said, in regard to all of the Large Event Opportunity Fund Request, that they would be looked at as a whole and the council should decide how much to give to which request. He also said that the council could move into executive session.

Israel Rios adjourned the meeting at 8:41pm.