

UNIVERSITY OF HAWAI'I AT MĀNOA
CAMPUS CENTER BOARD ACTIVITIES COUNCIL
Meeting Minutes

Monday, December 7, 2015
AC Office, 4:30 PM

Council Members Present	Advisors Present
Ashley Kupau	Morgan Rapozo
Demetrius Reed-Tellez	James Frizzell
Kristina Egdamin	
Sophie Knudson	
Ariana Johnson-Lopez	
Kelly Correa	
Mary Basig	

- I. Call meeting to order at 4:32 PM.

- II. Standing Items
 - A. Minutes - November 30, 2015
 1. Accept minutes as amended in Google Docs.
 - B. Agenda - December 7, 2015
 1. Accept agenda as presented.

- III. Eddie, Jay (from Tantriq), Ray (Mayjah Rayjah and Rebel Souljahz manager)
 - A. Intro
 1. Ray: Everything you've done at Aloha Bash, we've taken care of before, my team does a lot of shows, my specialty is Reggae music, has a lot of history with main acts in reggae, Common Kings usually come January and July, SOJA could possibly come in April, they'd perform all over the islands, band is interested in doing the show, impossible to do the show with our budget alone (talent fee), only way SOJA can come to Aloha Bash is if our council pitches in to bring them down here, would be a little higher than our budget, could raise ticket prices, SOJA rarely come to Hawaii (even though we just had them for Rockin'), if it's

for students only then we'd get less revenue, date they could perform is 4/21 (not the date we originally planned), want to work with us in the future

B. Questions about Aloha Bash

1. Ashley: If we brought in local acts, what could you do for us?
2. Ray: Easy, super easy to contact and book with no worries, don't know what they charge until we talk to them though
3. Ashley: My concern is security and know that they're safe, Andrews is huge so we might not have the security to cover everyone
4. Ray: How many guards and what company do you work with?
5. Morgan: We usually do API
6. Ashley: We typically have 38 guards from around 5:30 to 11:30
7. Ray: API are more mall cops, the security companies we use can break up fights, etc.
8. Ashley: I don't want to put the potential acts in a high intensity crowd without the proper security
9. James: Can't really say that in the bid
10. Morgan: Need to say that security needs to be higher level and able to handle concerts
11. Jay: Because the acts are so big, there are expiration dates, have a 7-10 day deadline, 3-4 days to do contract
12. Ashley: For clarification, the \$105,000 is our number total, yes?
13. Jay: Yes
14. Eddie: How many bands were you planning to get?
15. Ashley: Around 3
16. Ray: We could get Sammy Jay
17. Eddie: There's some flexibility with the 15,000 for supporting acts?
18. Jay: There's even flexibility with the main act (60,000), but we need time to propose it to them
19. Ashley: Blackout, what's happening?
20. Ray: Tantriq would have their own show along with UH, then we'd move to outer islands
21. Jay: It'd hurt our show more than yours, we'd charge \$40 but you guys could charge \$10
22. Eddie: We have a liquor license, we just haven't really put it through yet
23. Morgan: It'd have to be sent through CCB
24. James: So we can't promote since you guys are having a show?
25. Ray: You can, just nothing big

C. AC Discussion (w/ Eddie)

1. Demetrius: So for the last concert we had UH system under GA, what would we charge everyone?
2. Morgan: Well we might have to charge UHM students
3. Ashley: We need to discuss who exactly we're charging

4. Jay: Would you guys be open to have a ticketing site? We could do it online so that we could sell it through UH
5. Eddie: Challenge here is what we can do with procurement roles
6. James: When do you need a response by?
7. Ray: ASAP but latest by tonight/tomorrow
8. Eddie: You guys need to be able to offset the cost, 2700 student tickets at \$15, other campuses and staff at \$30, you could make up the difference, but if you get the offset from SAPFB, you could charge \$10 and \$25, in the budget right now ticket sales are \$40,000 (when we sold 2000 tickets), if we scale it correctly we could make a bigger artist work, they're talking about an actual difference of \$20,000, built off of 3700 tickets
9. James: Capacity?
10. Ashley: 3500-3800
11. NEW DISCUSSION
 - a) Demetrius: I like it
 - b) Kristina: Same
 - c) Ariana: Would they be collaborating?
 - d) Demetrius: Does one have power over the other?
 - e) Morgan: Instead of us contacting Ray through Aunty Carol, it'd be us going through Ray and he'd be working with Aunty Carol but we wouldn't be going through her
 - f) Sophie: Who's Aunty Carol?
 - g) Ashley: She's been doing Aloha Bash for forever
 - h) Kristina: I like the idea, no problem with pushing it up, but I don't want to burn bridges with Aunty Carol
 - i) Demetrius: It's a risk
 - j) Morgan: As long as you handle it properly, she wouldn't be the happiest, but she would understand it's business
 - k) Sophie: How much more is their proposal compared to our budget?
 - l) Morgan: 106,000
 - m) Eddie: 104,300 includes the rentals, you'd have to make up the difference between 15,000-20,000
 - n) Morgan: You can also consider that if this is a very successful event, CCB could give us more money in years to come, we also didn't have Aloha Bash last year and there's that funding as well
 - o) Ashley: I'd say yes, we want Aloha Bash to be our biggest event, no doubt to be a big show, it's in our budget, I don't want to completely turn it to them, I want us to be part of the learning experience
 - p) Morgan: You'd have to let them know from the beginning
 - q) Kristina: They seem like welcoming people
 - r) Mary: One concern is that they need to be compliant, since Jay is working with Ray would both of them be compliant?
 - s) Morgan: The entire company, Tantriq would be compliant

- t) Unanimous decision: Yes
- u) Ashley: Now we have to talk about SAPFB and student involvement, students, system students
- v) All: Yes
- w) Ashley: Manoa \$5, System \$10?
- x) All: Yes
- y) Morgan: Instead of SAPFB purchasing 'this amount' of tickets, SAPFB could just give a discount
- z) Eddie: Might encourage sales early, first come first serve
- aa) Morgan: SAPFB can determine how they want to sell the tickets themselves
- bb) Eddie: What do they want in exchange?
- cc) Ashley: Same as last meeting, SAPFB alone can only answer our questions, so what would we do without them? Important to lay out Aloha Bash in our involvement alone
- dd) Morgan: Right now, we can't afford SOJA without SAPFB, where is the money going to come from? Ashley can give CCB a heads up about what we're doing and how much over budget
- ee) James: Ballpark number?
- ff) Eddie: Depends how much you charge for tickets, said earlier in minutes (I can't keep up typing). You can raise ticket prices or you can get more money through SAPFB
- gg) Ashley: Should I give numbers?
- hh) Morgan: If we charged Manoa students \$10 students and system students \$25, we'd meet the original price
- ii) Eddie: Overall budget is 104,000, net loss is 64,000
- jj) James: They don't profit off of our concert, but they could profit off of their concert
- kk) Eddie: For them to get a package deal they need to propose more shows, like you guys
- ll) Morgan: Take it to CCB before SAPFB

IV. Dwight and Friends from ISA

A. Anh and Joyce (Co-chair and President)

B. Intro

1. Anh: Spring semester event, to promote the diversity of the campus, invite a lot of clubs involved with different cultures to perform, CCBAC and ISA have a lot history together, they wish to create more successful events with us
2. First meeting this Friday around 10 AM, email us the details

C. Questions

1. Sophie: Asking CCBAC to help with parking passes, how many?
 - a) Anh: VIP coming

- b) Ashley: Vendors need parking passes so how many have you worked with in the past?
 - c) Anh: Around 10
 - 2. Sophie: What other sponsorships would you expect us to pursue?
 - a) Anh: Reaching out to old clients, UH Bookstore is a regular sponsor, we'd like suggestions as well
 - 3. Morgan: Are you just looking for suggestions for prizes or funding as well?
 - a) Joyce: We'd ask others for funding, we'd just like suggestions
 - 4. Ashley: We'll deliberate and get back to you
- D. Anh: Looking for performers and vendors, going to send out an application (deadline and finer details TBA)
- E. AC Discussion

V. Old Business

A. Relaxation Fair

- 1. Lead: Mary, Sophie
- 2. Event Date: December 2, 2015
- 3. Start: setting up earlier, stanchions, wash jars earlier, map of how to lay everything out, confirming w/ Sodexo what time MES is setting up, 'Take Me!' signs, more workers, doodle poll to plan who's working ahead of time
- 4. Stop:
- 5. Continue: playlist, detox jars, stress balls, golden ticket raffle

B. Rockin the Roots

- 1. Lead: Demetrius, Mary, Sophie
- 2. Event Date: December 4, 2015
- 3. Start:
- 4. Stop:
- 5. Continue:

VI. New Business

A. Upcoming Events

- 1. Cram Jam
 - a) Lead: Demetrius, Kristina
 - b) Event Date: Dec. 13 - Dec. 18
 - c) RIO's + more volunteers
 - d) Cram Jam Duties
 - e) Golden Key dropped out (Sunday)
- 2. NSO Resource Fair
 - a) Leads: Mary, Ashley, Kelly
 - b) Event Date: Thursday, January 7, 2016
 - (1) Time: 7:30 - 9:00 AM

3. Hotel Transylvania 2
 - a) Leads: Demetrius, Sophie
 - b) Event Date: January 15, 2016

4. Beth Yahp Co-Sponsorship
 - a) Leads: Ariana
 - b) Event Date: January 25, 2016
 - c) Check emails

5. Taste of Manoa
 - a) Leads: Ashley, Kristina
 - b) Event Date: January 29, 2016
 - c) Theme: Stuff It!
 - d) 1850 plates (150 staff) = \$5,775
 - e) Budget = \$8,000
 - f) Should we order more plates?
 - (1) Kristina: Event lands on a Friday, so we're anticipating more people
 - (2) Ashley: Even 2000 then?
 - (3) Decision: Yes

6. Black History Month
 - a) Leads: Demetrius
 - b) Event Date: February 2, 2016
 - c) Demetrius: Professor is working on contacts

7. Chinese New Year at UHM
 - a) Leads: Ariana
 - b) Event Date: February 8, 2016

8. Create a Bear
 - a) Leads: Ashley
 - b) Event Date: February 12, 2016

9. Straight Outta Compton
 - a) Leads: Ariana
 - b) Event Date: February 19, 2015

10. Glow Up Manoa
 - a) Leads: Kristina, Sophie
 - b) Event Date: February 26, 2016
 - c) Emailed Jay

(1) Budget - not officially on document

11. Manoa's Got Talent

- a) Leads: Kristina, Mary
- b) Event Date: March 4, 2016
- c) Got Judges!
 - (1) Greg Endo - 94.7 KUMU
 - (2) Jimmy Taco - 102.7 Da Bomb
 - (3) Krystillez - 102.7 Da Bomb

12. Wellness Fair

- a) Leads: Sophie, Mary
- b) Event Date: March 16, 2016

13. Crimson Peak

- a) Leads: Mary
- b) Event Date: April 1, 2016

14. Hunger Games Part 2

- a) Leads: Kristina
- b) Event Date: April 8, 2016

15. Carnival

- a) Leads: Ariana
- b) Event Date: April 18, 2016
- c) See attached document (budget)
- d) Choose top 4

16. Aloha Bash

- a) Leads: Ashley, Mary
- b) Event Date: April 29, 2016
- c) SAPFB
 - (1) Ashley: Requested a 'co-sponsorship', they're confirmed to co-sponsorship, \$2500
 - (2) James: Consider what level of influence they have
 - (3) Eddie: Is it the idea that they make the student tickets 0?
 - (4) Ashley: What I proposed to them was prior to getting SOJA
 - (5) Eddie: Recommend never do a \$0 ticket so that the demand might outweigh it
 - (6) Ashley: Again, this was prior to SOJA, they can only distribute 500 tickets prior to the show
 - (7) Morgan: We have time to do this

17. Cram Jam

- a) Leads: Mary, Kristina, Demetrius
- b) Event Date: May 8-13, 2016

VII. Co-Sponsorship Proposals

A. International Students Association

1. see attached
2. to be discussed in email

B. PAU Violence

1. see attached
2. Subject of email: Funding proposal
3. to be discussed in email

VIII. Website Ratings

- A. Unique visitors - 219
- B. Page views - 460

IX. CCB Updates

X. Chair Comments

- A. Timecards due on **Tuesday, December 15, 2015**
- B. Send in class schedules

XI. Advisor Comments

XII. Reminders.

A. Graphics Reminders:

1. Graphics orders should be submitted 30 business days, or 6 weeks before your event to allow enough time for design, edits, and production.
2. Before finalizing and printing your Graphics, be sure that it is proofread (Ashley and Advisors: Sarah and Morgan).
3. After finalizing your Graphics, send Kelly and Ashley the electronic copy for record keeping and social media posting. Also, give Kelly a hard copy for the AC Office.

B. TIMECARDS DUE TO ASHLEY BY THE 15TH AND 30TH OF EVERY MONTH

C. Don't forget to log your hours on SECE and our Fall 2015 AC Office Hours Google Doc (<https://docs.google.com/a/hawaii.edu/spreadsheets/d/1pEYyIawjuXtlMutz9Rk1qQS9M6XUtiRXN0M2-BVPXeM/edit?usp=sharing>)

D. Order your event cash box via Warren Saito (saitow@hawaii.edu) in the SLD Fiscal Office. Be sure to pick up the cash box by 1PM the day of the event.

E. Please check your emails regularly and promptly especially when it is regarding decision-making.

- F. Be prepared for every AC meeting by having a writing utensil, your meeting notes/minutes, paper, and your planner/calendar.
- G. Wear your AC shirt, AC ID badge, and closed-toe shoes at all AC events. If you have long hair and are managing, working around food, please make sure to put it up during AC events.
- H. If you need help don't forget to ask! We're all working together.

II. **NEXT MEETING:** TBA

III. Meeting adjourned at 5:47 PM.