

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

Monday, March 9, 2015  
 Hemenway Hall 215, 7:15PM

Members Present	Advisors Present	Staff Present
Moira Miyasato	Stephanie Welin	Rachael Beale
Niharika Ravichandran	Morgan Rapozo	Mary Basig
Shirin Fadaee		
Ariana Johnson-Lopez		
Kristina Edgamin		

I. Call meeting to order at 7:20 PM.

II. Standing Items

- a. Minutes - March 2, 2015
  - i. Accept minutes as amended in Google Docs.
- b. Agenda - March 9, 2015
  - i. Accept agenda as presented.

III. Old Business

- a. Career Fair Co-Sponsorship Evaluative Feedback (3/3/2015)
  - i. Liaison: Ariana/Kristina
    - According to Ariana and Kristina the event went smoothly. The co-sponsors expressed a lot of appreciation towards AC.
- b. International Night 2015 Co-Sponsorship Evaluative Feedback (3/6/2015)
  - i. Liaison: Moira
    - According to Moira it was a very good show, as well as a good experience.
- c. Co-Sponsorship Proposal Follow Up: Hui Aloha ‘Āina Tuahine Tai Chi Workshops
  - After the council conducted a week of their own individual research, the tai chi expert was found in the Honolulu advertiser. Legitimizing his notoriety.
  - Pricing will be based off of what it costs for an individual to receive private lessons which is \$100. The Council is therefore considering of paying him \$150 per lesson (due to his notoriety), totaling around \$750 total for all 5 lessons being offered at UHM.
  - All members are in favor of charging \$150 per workshop and totaling \$750. Tai

Chi Event dates, April 10, April 17, April 24, May 1, May 5.

- **Stipulations.**
- **AC will be covering the cost of a banner for the event. The co-sponsors will be required to print and provide their own fliers for the event, which is up to 210 fliers for housing.**
- **The liaison will be Ariana.**

#### IV. New Business

##### a. Upcoming Events

##### i. Salsa Night (3/13/2015)

##### 1. Lead: Rika

- Rika supplied an Agenda and members have already been assigned their tasks.
- AC is hoping to have more volunteers to help serve the food.
- If there are no volunteers, guests can just serve themselves
- There is currently one CTAHR volunteer.
- meeting to set up at 6:15PM
- It is asked that everyone make sure that they are wearing sturdy shoes.

##### ii. Wellness Fair (3/18/2015)

##### 1. Lead: Ariana/Shirin

- Discussing different tasks Ariana and Shirin are in need of some assistance for the event.
- In need of a floater and someone to man the detox stand, to monitor the first 300 students who get a free jar. Someone also needs to man the massage table stand.
- Are in need of volunteers, so it is suggested that they reach out to RIO's (registered independent organization and ccb for assistance).

##### iii. Movie Night: *Big Hero 6* Movie Night (4/10/2015)

##### 1. Create-a-Bear volunteer update

- a. CTAHR volunteers are not available due to a CTAHR event that night.
- b. Timpuyog volunteers (Mary)
  - There are only 3-4 volunteers for the event.
  - CCBAC will not be having a create a bear in addition to movie night.

#### V. CCB Updates

- a. There is a needed estimated outlook for next year. AC needs to begin compiling possible events for the Fall 2015/Spring 2016 school year, and divide up how those events are going to be allocated.

#### VI. Signature Updates

##### a. Aloha Bash

- i. New date set but to be confirmed.

- Aloha Bash has been pushed back to Friday May 8, 2015.

VII. Advisor Comments

- April Security Request
  - Confirmation of April dates/events is needed for Security.
- Walmart Run
  - Wednesday advisors will be purchasing service supplies. What do members need?
  - All members email Stephanie or Morgan by Wednesday March 11, 2015
- E-Blasts
  - From this point on AC must make sure the e-blasts are written more professionally.

VIII. Upcoming Events

- Salsa Night (3/13/2015)
- Wellness Fair (3/18/2015)
- Taste of Mānoa (4/9/2015)
- Janet Mock (4/16/2015)
- Movie Night: *Big Hero 6* (4/10/2015)

IX. Reminders

- Stipend Evaluations are due to Rachael by 5:00pm on Monday, March 30, 2015.
- Order your event cash box via Wing Kwok ([wingkwok@hawaii.edu](mailto:wingkwok@hawaii.edu)) in the SLD Fiscal Office. Be sure to pick up the cash box by 1PM the day of the event.
- Graphics Reminders:
  - Graphics orders should be submitted 30 business days, or 6 weeks before your event to allow enough time for design, edits, and production.
  - Before finalizing and printing your Graphics, be sure to let Stephanie proofread it.
  - After finalizing your Graphics, send Rachael and Stephanie the electronic copy for record keeping and social media posting. Also, give Rachael a hard copy for the AC Office and Stephanie one for her office door.
- Please check your emails regularly and promptly especially when it is regarding decision-making. Points in monthly evaluation will be deducted if responses are not prompt.
- Be prepared for every AC meeting by having a writing utensil, your meeting notes/minutes, paper, and your planner/calendar.
- 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.
- If you need help don't forget to ask! We're all working together.

X. Next Meeting: Monday, March 16, 2015 at 7:15 PM in Campus Center 309.

XI. Meeting adjourned at 8: 21 PM.