CAMPUS CENTER BOARD

UNIVERSITY OF HAWAIʻI AT MĀNOA

**GENERAL MEETING MINUTES**

**Monday, August 31, 2015**

1. **Call to Order (Scheduled for 6:00PM)**The meeting was called to order at 6:03PM by President Kellie Iwasaki.
2. **Roll Call**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Members Present** | **Non-voting Members Present** | **Members Absent** | **Non-voting Members Absent** | **Advisors Present** | **Staff Present** | **Guests Present** |
| Kellie Iwasaki | Ashley Kupau | Hollyann Loui |  | Bonnyjean Manini | Sheana Humphries | Kelly Zakimi |
| Sunja Kim | Justin Kitajima |  |  | Sarah Yap |  |  |
| Matthew Nagata |  |  |  |  |  |  |
| Kristen Lee |  |  |  |  |  |  |
| Eric Agluba |  |  |  |  |  |  |
| Keri-Ann Nagaishi |  |  |  |  |  |  |
| Jacob Agena |  |  |  |  |  |  |
| Bryan Hahn, Jr. |  |  |  |  |  |  |
| Blake Pinell |  |  |  |  |  |  |
| Vyvy Huynh |  |  |  |  |  |  |
| John Casken |  |  |  |  |  |  |

1. **Approval of Agenda – (August 31, 2015)**Member Blake Pinell moved to approve the agenda. Facilities Management Chair Bryan Hahn, Jr. seconded.
2. **Approval of Minutes – (July 28, 2015)**Under “IV. Approval of Minutes – (June 25, 2015),” Member Jacob Agena’s name was misspelt as “Jacob Agenda.” Changes were noted.Member Blake Pinell moved to approve the minutes. Membership Chair Kristen Lee seconded.
3. **Public Testimony**a. Associated Students of the University of Hawaii at Manoa (ASUH) President Kelly Zakimi made a brief announcement about her excitement to collaborate with CCB in the future.
4. **Old Business – none**
5. **New Business – none**
6. **Reports**
   1. Executive Committee Report
7. President Kellie Iwasaki announced that the committee will be meeting on off-General Mondays at 5:00PM.
8. President Kellie Iwasaki asked all committees to brainstorm their respective timelines and goals and to send them in via email.
9. On the topic of email, President Kellie Iwasaki mentioned that in order to resolve the responding to email issue, members should send an acknowledgement email so that the sender knows the others have received and read it.
10. Committee placements were confirmed.
    1. Budget and Finance Committee Report
11. Treasurer Eric Agluba reported that Fiscal has finished the review process and the budget is being sent to the SLD director for approval.
12. The committee will be meeting on off-General Mondays at 6:00PM.
13. Treasurer Eric Agluba announced that in the committee meetings they will be engaging in training development on how the process of budgets work.  
    1. Rules and Policies Committee Report
14. The committee will be meeting on General Thursdays at 4:00PM.
    1. Campus Relations Committee Report
15. Secretary Sunja Kim reported that the Week of Welcome (WoW) and New Student Orientation (NSO) Resource Fairs went well. A lot of people seemed interested in joining both CCB and AC.
16. The committee will be meeting on General Thursdays at 5:15PM.
    1. Facilities Management Committee Report
17. Facilities Management Chair Bryan Hahn, Jr. announced that the committee’s tentative meeting date will be on off-General Thursdays at 5:00PM.
    1. Membership Committee Report
18. Membership Chair Kristen Lee reported that she has gotten the availability from the ASUH representative, but is waiting on the Graduate Student Organization (GSO) representative. She has also been in contact with the applicants to schedule interviews soon.
    1. Activities Council Report
19. Activities Council Chairperson Ashley Kupau reported that they are enforcing the policy to have a 50/50 co-sponsorship for events. Events such as International Night and Career Fair are no longer associated with AC.
20. AC Chair Ashley Kupau announced that the Welcome Back Bash was a huge success.
21. Upcoming AC events will be Fast and Furious 7 on September 18, 2015 starting at 6:00PM.
    1. Recreational Sports Council Report
22. Recreation Sports Council Chairperson Justin Kitajima reported that at the Warrior Recreation Center, SRS will be holding activities such as BoxMaster, Lunch Hour Cardio, Spinsane, volleyball, and a slam dunk contest.
    1. Office Staff Report
23. Student Manager Sheana Humphries reported that she will be currently working on updating the board decisions document and directory. She will also be ordering new business cards and placement cards.
24. Interviews for the Student Assistant position will be beginning within the next couple of weeks.
    1. Director’s and Advisors’ Report
25. Advisor Sarah Yap announced that on October 7, 2015 Meeting and Event Services (MES) will be having an open house.
26. Concerning the Bag Check Policy, for more challenging events, Advisor Sarah Yap announced that it will be with more reputable security (i.e., off-duty Honolulu Police Department (HPD) like at Cram Jam).
27. Advisor Sarah Yap announced that on AC graphics, they will be putting a list of prohibited items for their events.
28. Advisor Bonnyjean Manini stated that the usage of yard signs have been becoming an issue. They become trash and the Grounds staff have to clean it up.
29. **Board Decisions – none**
30. **Announcements**
    1. President-Elect Position
31. Potential new members have the opportunity to fill the position.
    1. Next General Meeting: Monday, Sept. 14, 2015
32. **Adjournment**The meeting was adjourned at 6:21PM by general consensus.

Respectfully submitted by Approved by

Student Manager Secretary

Sheana Humphries Sunja Kim

09/11/15 09/14/15