**­­­­­­­­Organizations Board of Directors**

**Associated Students of Foothill College**

Tuesday, May 28th, 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 May 28th, 2013 DISC/ACT

**2.2** Approval of Minutes for May 21st, 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
	+ OWLCARD – with current Sticker!

### ASFC Reports (5 minutes)

* + - * ASFC upcoming Events
			* API Heritage Month – Latino Heritage Month
			* College Hour 12-1pm on Wednesdays
			* ASFC Elections complete
1. **OBD Report (5 minutes)**
	* + Constitution
			- Without Constitution submitted by first Tuesday of next Quarter- Club cannot reactivate
			- You have 4 weeks to submit and ratify your constitution!
		+ Website of Clubs – email all your stuff to **elenskiyandrey@fhda.edu**
		+ Club of the Year selection process –
			- Submit forms by June 4th (one more meeting after that!) no late submissions accepted!
			- Forms have been attached electronically
		+ Last OBD Meeting on June 11th 2013
		+ Today/this week is the last chance to turn in reactivation forms – we are already in week 8 and next week will be last meeting to reactivate/recommit.
		+ We will accept fund requests, activity petitions and all other paperwork until the last meeting.

### 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.*

Erin’s info: Office located in Student Activities Office, Rm. 2008,

Phone: (650)-949-7060

Email: ortizerin@fhda.edu

 **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 business.*

1. **Finance Reports**
	* For questions regarding Fund requests or your Account contact:
	* Kevin Murphy – murphykevinm@foothill.edu

Room: 2006

Finance Code meeting will be set after all schedules submitted. Meetings will begin in February.

1. **Announcements**
2. **Commendations**
3. **Adjournment**

Prepared by:

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