

2012–2013 EWCPA Board Meeting

Date: Jan 13, 2013

Time: 6.15-8.15 pm

I. Initial matters:

* Approval of minutes for last meeting

- Approved

* Budget readout by Meysam

* Website readout and dashboard

- updated pictures and events, and calendar

- Fifa will see if all docs are updated

* Readout of weekly meetings with Kris at facilities (Karin, Leo, Sam King)

*Calendar

II. Readout of recently finished events

Trivia Night (Dec.13, 2012)

Holiday events

CBI (Jan. 4-5, 2013)

BBQ (Jan. 5, 2013)

III. Events

1. Brian Alofaituli: Volunteer opportunities for the 12th International Graduate Student Conference

There will be the 12th International Graduate Student Conference to be held on Feb 14 - 16, 2013, with around 120 conference speakers

Need for volunteers:

registration (4-6 ppl)

preparation team

Opening Ceremony (thursday night)

Hospitality team

equipment

Moderator assistants

Documentations

Drivers

*Brian will send June and Micah an email with more details, to be disseminated to EWCPA 3 weeks before the event

2. Lunar Holiday festival: Ayane

Date: February 9 or 10?

Budget:

Activities: Performers ? Games?

Venue: friendship circle

Volunteers: Micah
Barnabas
Jimmy

* Ayane will send another email to the board to set up another meeting

3. Sayaka: Friends of East-West Center 50th anniversary dinner scheduled on Thursday, January 24 at the Oahu Country club (6 PM).

6 people who will attend:

Ben
Jimmy
June
Barnabas
Sayaka
Meysam

Calendar: regular meeting, regular events

4. Jacob:

International Potluck (Jan26)
Sayaka and Jacob for set up
Sam W for the actual day

- Jacob already sent out initial email
- needs to send out more emails to get more people to sign up
- tell people to bring their own plates and bowls

TIME: 11AM

DATE: January 27

BUDGET LIMIT: \$1500

VOLUNTEERS:

East West Fest: (April 13)

Core group:

Marketing : Fifa and Megumi

organizing booths :

food: Meysam and Sayaka

performers :

4. Sayaka and Jacob: bake sales

Possible venues:

promenade

Campus Center

forms to be approved: by Department of Health and food services

menu

temporary food establishment permit

volunteers:

Leif

Sayaka

June

Micah

Megumi

Sam

Jacob

time:

our events? specific guidelines

5. June: Karaoke night (Jan19) EWC Idol

- date postponed until the machine has been bought

- board voted and approved to buy machine with B funds

- budget: \$250

- will buy one that can be returned in case machine quality is not good

6. Ehsan: GSO Newsletter

- job opening

- applications for conference reimbursements:

up to \$1000 domestic; \$2000 international

- GSO can sponsor an event in campus center up to \$300

- jan 17 and feb 14 application deadline

7. Micah:

-calendar and activities -- a full calendar?

-beach parties: will have more team-building activities throughout the semester

8. Ben

- t-shirts:

actual cost: 125 shirts: \$11

\$1200

--- ben will order 1 tshirt for \$30 to test quality and public interest

- sustainability update: lighting retrofit, event budget request, washcloth program and bottle caps.

washcloths: 9th fl ewa kitchen, HK

budget request for driving: malama pupukea

light fixtures: will send out email survey

bottle caps: program is still ongoing

9. Barnabas:

Will hold regular monthly craft nights

First craft night: Feb 7, Thursday

Venue: HK green room

IV. Others

Gregory and Richard yoga nights – they signified interest in holding yoga nights for EWCPA; asking for help in reserving possible places to conduct the activities

Batteries disposal in HM Reading Room

10. Movie night

suggestion: move one to a weekday

Next regular board meeting: Feb 3, 6PM

venue: board room

Next meeting: INTERNATIONAL POTLUCK: Jan 27, 10.30 AM for the board

Pau: 8:15PM