

EWCPA Board Meeting Minutes: October 2010

Date: October 24, 2010

Time: From 8:00 p.m.

Location: Hale Halawai

8:05 p.m. started

8:00 p.m. – 8:20 p.m.

Appointments of Office Manager and Web Master/Graphic Designer

- Under Article 3, Section A of EWCPA Board Constitution: Officers: "Any appointed positions as deemed necessary such as Office Manager and Webmaster. Appointments shall be made by the EWCPA president, subject to approval by a simple majority of the voting members of the Board."
- 1. The office manager will handle the EWCPA office. The suggested candidate is Livia Iskandar. Issue discussed, voted, and passed.
- 2. The web/graphic manager. The website will be designed for the incoming students to know about what the EWCPA is about. It will be a semi-permanent website and we will post what we do and what we did. The suggested candidate is Ratirose Supaporn. Issue discussed, voted, and passed.
- 3. The EWCPA office needs to be cleaned. There are things from the 70s and we will keep some of them.

8:20 p.m. – 8:30 p.m.

President's meeting to update Dean of Education Program Mary Hammond

1. **The EWCPA board members will set up a time to meet with the facilities.** They want to know who we are, and there are things that we need to talk to. Some issues we currently have will be handled by some of position in the board. Miguel, Hannah, Allen, Tammy, co-sustainability and Vijaya, will take the lead on this. They will know who they will be dealing with and to get to know each other. The students need to find out what and where the emergency backup systems are.
2. The **Internet concerns** where discussed and she agreed to escalate the issue to the Management team of the EWC.
3. **Printing:** There were 10,000 pages printed in a span of 12 days. Someone or some group of people were doing this at the second floor computer room. They ran out of toner in two weeks. Suggestion on the issue is to create printer login in system to restrict the amount of printing? The decision will be made next meeting.
4. **Thefts:** Note to keep an eye out for people using or taking stuff from Staff desks.
5. **Hale Halawai:** Some people were sleeping after the Concert on the Lawn. Hale Halawai can be booked and it is exclusive use for those who booked it. There will be an ISOM meeting and Hale Halawai should not be allowed to be used or visits during the meeting so we need to send out the message whet it will be booked for ISOM.

8:30 p.m. – 8:40 p.m.

1. **East-West Fest:** The East- West Fest is an funded by the EWC and the community is involved in the event. The East-West Fest is a combination of cultural performances, foods and booths. There will need to be plenty of coordination and

planning within the board members and students. All board members to be involved in the planning working of the event.

2. **International Potluck:** There needs to be extensive planning for this event.
3. **The EWCPA will be in charge of all events.** The EWCPA is allocated certain amounts of money. We look at all events from last year and decide which events will be funded and the amount. The board needs to create an event proposal and the board will need to be approved. There are two types of events – 1) Funded, 2) Not Funded. We have to plan events that are international and open to the public.
4. **Cockroach Issue:** It should be handled as soon as possible. There should be a workable solution. The facilities are willing to help us. Health conditions are important.
5. **Theft of foods is deemed unacceptable.** Suggestions – make a video about sustainability and health issues and show it during the movie and WES. We can use some graphics for the web posting.
6. **Staff Appreciation BBQ:** We will do a BBQ event and show appreciation to the cleaning staff who maintains the dorm every day. We can also give Christmas presents for the cleaning staff – we should have a budget and event on this.
7. **Networking Married Participants and their Spouses:** Spouse rep. and Miguel will meet with Valerie Wong to talk about the spouses to access the EWC and UH facilities by giving EWC spouse cards. The UH gym and library should be accessible to the spouse of the students.

Meeting adjourned 9:25 p.m.