UNIVERSITY OF HAWAI’I AT MANOA

CAMPUS CENTER BOARD

Activities Council Meeting

Wednesday, August 22, 2011

Campus Center Room 203B at 5:00 PM

|  |  |  |
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| **Members Present** | **Advisors Present** | **Staff Present** |
| Alice Chow | Laura Shimabukuro | Alexa Donovan |
| Timothy Chu | Stephanie Welin | Tracyn Nagata |
| Ryan Daley | Elham W. Yilamu |  |
| Melissa Hrysyzen |  |  |
| Jeffery Kwock |  |  |
| Shekinah Landicho |  |  |
| Amy Lee |  |  |
| Damian McPherson |  |  |
| Grant Ponciano |  |  |
| Elisabeth Seamon |  |  |
| Caitlin Towner |  |  |

1. Call meeting to order at 5:04 PM.
2. Unfinished Business
	1. Introductions of AC Members and Staff.
	2. Minutes – Wednesday, August 17, 2011
		1. Corrections to the minutes.
		2. Accept minutes as corrected.
			1. Grant Poncianomoved to accept the minutes as corrected. Ryan Daley seconded. Motion carried. Minutes were accepted as corrected.
	3. Agenda – Monday, August 22, 2011
		1. Elisabeth Seamonmoved to accept the minutes as amended. Damian McPherson seconded. Motion carried. Agenda was accepted as amended.
	4. Rush Week Surveys
		1. Corrections were made to the survey.
		2. Doodle – If you signed up for a day, please meet at that time.
			1. If you change the days that you are available to help, please do it in a day in advance.
		3. Pick up items for rush week are located in StephanieWelin’s office.
			1. Evaluation of first day of rush week - Alice Chow, GrantPonciano and JefferyKwock – set up near the door, only there for about a half-an-hour, passed out surveys to students as they walked in the door and returned it before leaving.
	5. Wellness Wednesdays
		1. Hula Aerobics
			1. Decide on a date.
				1. Date of event: TBD
				2. Possible dates based on venue (Campus Center Ballroom) availability:

September 14 or 28

* + - * 1. Lead: MelissaHrysyzen, Co-Leads – ElisabethSeamon, Timothy Chu
		1. Hip-hop Dance Lessons
			1. Decide on a date.
				1. Date of event: TBD
				2. Possible dates based on venue (Campus Center Ballroom) availability:

November 9 or 16

* + - * 1. Lead: ElisabethSeamon, Co-Leads: MelissaHrysyzen, Timothy Chu

Find contacts from Laura and Tracyn for hip-hop performers.

* 1. Involvement Fair
		1. Wednesday, August 31 and Thursday, September 1
			1. Time: 10:00 AM to 2:00 PM
			2. Availability to help promote AC with flyers and promotional items.
			3. Please fill out the doodle.

<http://www.doodle.com/hxxvu79p98fe32kq>

* 1. Manoa Laughs (11/18/11)
		1. Lead – Caitlin Towner, Co-Lead – Amy Lee
			1. Budget for 2011-2012 ($20-25k for Manoa Laughs for comedian(s).)
			2. Decide on Fall Comedy Show comedian.
				1. Jo Koy

November 4th and 18th – no longer an option.

* + - * 1. Decide on alternative comedian.

Possible options

Michael Winslow (known as of the man of a thousand voices) and Gabriel Iglesias.

* + - * 1. Updates and report.

Working with the Honolulu Comedy Club to book one of these performers. Amy Lee feels that Gabriel Iglesias may appeal better with the college audience.

* 1. Homecoming (10/21/11)
		1. Lead – Jeffery Kwock, Co-Lead – Alice Lee, Grant Ponciano
			1. Time: 3:30 PM to 6:30 PM
			2. Location: T.C. Ching Field
				1. Updates and report.

Sprit Week events (10/17/11 – 10/21/11)

Suggested Activities by Jeff - Dodgeball, decorate a t-shirt, RIO challenge – jeopardy, blood drive.

Now in charge of contacting RIOS for volunteers for the event.

Need to find other information about what particular RIOs do and what the

Still working on the photo booth

Double checking to see if they can use the track field for inflatables, etc.

1. New Business
	1. Team Day
		1. AC interested – decide whether or not we want to have it.
			1. September 3rd (tentative date) – not everyone is available
		2. Any questions that need to be answered before Team Day.
		3. Tenatively – September 10th
		4. Suggestion doing it after the AC meetings or during the week.
2. Upcoming Year (Fall 2011 – Spring 2012)
	* 1. Welcome Back Bash (8/26/11) – Student Fair and Concert
			1. Lead – GrantPonciano
				1. Updates and report.

4:30 to 6:30 PM – Fair

AC – providing free popcorn and cotton candy.

Dollar off BaLe coupons will be given out during the fair portion to the first 500 students who attend.

Raffle prizes will be given out periodically.

4 $25 giftcards for the bookstore

Meeting by Stephanie office – CC 211C

Bands - Inity Collective, Beach 5 and Kapena

* + 1. Movie Nights (9/2/11, 9/9/11, 9/16/11, 10/7/11, 10/28/11, 11/4/11)
			1. Lead – Alice Chow, Co-Lead – GrantPonciano
				1. Updates and report.

Working with Monte Carlo for a movie banner.

* + 1. Bingo and Board Games (9/2/11)
			1. Lead – ElisabethSeamon
				1. Updates and report.

Waiting on the flyers.

* + 1. Create-A-Bear (9/16/11)
			1. Lead – Amy Lee, Co-Lead – Alice Chow
				1. Updates and report.

Have the stuffing available –

Stephanie Welin suggested that if there’s not enough stuffing than you can rationale the amount of stuffing that each person gets, but doesn’t sound necessary.

Ordered around 325 bears for the event.

* + 1. Rockin’ the Roots (9/23/11)
			1. Lead – Ryan, Co-Lead – Melissa
				1. Updates and report.

Meeting with Shawn Kyonoto determine who will be performing for Rockin’ the Roots.

Hope to get them settled by this Friday.

* + 1. Karaoke Night (9/30/11)
			1. Lead – ShekinahLandicho
				1. Updates and report.

Brainstorming

Possible locations – brainstorming ideas

Big screen in the Campus Center Forum – might not be such a great idea or place to do it, not used to that type of atmosphere.

Inside BaLe – 21 and over area

* + 1. Monte Carlo Night (10/7/11)
			1. Lead – Caitlin Towner, Co-Lead – Timothy Chu
				1. Updates and report.

Put in an order

Submitted the renting and facilities for the casino tables. – already got vendors.

Just Like Vegas won the bid.

* + 1. Zumba (10/12/11) – 4 PM to 5 PM
			1. Leads – Timothy Chu, Co-Leads – Melissa Hrysyzen and Elisabeth Seamon
				1. Updates and report.

Check to see if Tia, the Zumba instructor, will be bringing assistants.

* + 1. Manoa’s Got Talent (10/14/11)
			1. Lead – GrantPonciano, Co-Lead – Alice Chow, Ryan Daley
				1. Updates and report.

Setting up a meeting with

* + 1. Co-Sponsorship – Career Fair (10/25/11 & 3/6/12)
			1. Lead – GrantPonciano, Co-Lead – Timothy Chu
				1. Updates and report.
		2. Texas Hold’em, Board Game and Bingo (10/28/11)
			1. Lead – MelissaHrysyzen
				1. Updates and report.

Working on the prize list.

Submitted work order form for Marketing and Graphics.

Will be submitting the equipment to MES.

* + 1. Recycle Runway (11/10/11)
			1. Lead – ShekinahLandicho, Co-Lead – Damian McPherson
				1. Updates and report.

Check with vendors, networking and working with APDM students

Use the lighting and effects.

Cards – visual aid to see what this events about.

Recycle dresses or clothing

Zoolander theme

* + 1. Taste of Manoa (12/1/11) – Commercial Programming Event
			1. Lead – Damian McPherson
				1. Updates and report.

Waiting to get a chance to talk to Shawn.

* + 1. Winter Ball (12/2/11)
			1. Lead – Amy Lee
				1. Updates and Report

Mystical Sound Productions will be attending the meeting on September 12.

* + 1. Cram Jam (12/12/11 – 12/16/11) – Commercial Programming Event
			1. Lead – ShekinahLandicho, Co-Lead – Caitlin Towner
				1. Updates and report.

Suggestions – section the cafeteria into different subjects, so that students can form study groups.

Recruit volunteers and reward them volunteer hours – give them a certificate

Use the isolated rooms for video games

Gather ideas about the event and meet with Shawn Kyonoto see what will and will not work.

* + 1. Aloha Bash 2012 (4/27/11) – Commercial Programming Event
			1. Lead – GrantPonciano, Co-Lead – Alice Chow
			2. Budget for 2011-2012 ($40-45k for Aloha Bash for performer(s).)
			3. Decide on Aloha Bash band or performer.
				1. Bands that are being suggested by Jeffery Kwockthat are within our budget range.

Travie McCoy

Neon Trees

Jack Johnson

State Radio

Sublime with Rome

Matisyahu

Bowling for Soup

ColbieCaillat

* + 1. Please meet with other AC members outside of the general meeting to discuss and plan for the events that you are assigned to.
		2. Anyone available to promote Welcome Back Bash tables under tent at Farmer’s Market at Wednesday.
			1. Grant Ponciano will let Laura Shimabukuro know. Right now Laura Shimabukuro is holding a spot with MES to secure us a table under the CC tent.
1. Tour (If time permits.)
	1. Meeting and Event Services
	2. Marketing and Graphics
	3. StephanieWelin’s Office – Campus Center 211C
	4. Activities Council Office – Hemenway 111
2. Advisor’s Comments
3. Reminders
	1. Please submit your availability for the first week of school (Monday, August 22, 2011 – Friday, August 26, 2011) between 8:00 AM to 6:00 PM.
	2. Chartered Student Organization (CSO) Installation – August 31, 2011 at 6:30 PM in the Campus Center Ballroom.
	3. Next Meeting
		1. Monday, August 29, 2011 at 5:00 PM in CC 203B.
			1. Will be going over AC expectations, stipend evaluations and process.
4. Meeting adjourned at 5:53 PM.