



**MINUTES A.S.O.**

**Meeting Date: November 20th, 2018**

**I. Call to Order:** A meeting of the *Associated Student Organization* was held at Los Angeles Mission College, Sylmar, CA, on **November 20th, 2018** in the ASO Conference Room #2. The meeting convened at **5:06 PM**.

**II. Quorum: 7/8**

**Executive Board:**

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President, Beatriz Espinoza  
 Vice President, Victoria Pfau (Walked in at 5:07pm)  
 Treasurer, Christopher Martinez  
 Executive Administrator, Briana Garnica  
 Parliamentarian, Zara Cohen

**Senators:**

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Social Activities,  
 Publications,  
 Recruitment,  
 Fundraising,  
 Marketing,  
 Educational Services,  
 Technology,  
 Political Affairs,  
 Community Relations,  
 Security Services,  
 Athletics,  
 Historian,  
 Administration, Madison Pfau  
 Health, Whitney Gates (Walked in at 5:08pm)  
 Accessibility, Hassan Walukonde

**Advisor:**

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Robert Crossley, ASO Advisor

**III. Review and Approval of Minutes**

- Treasurer moves to table the renewal of minutes for November 6th & 13th until next meeting, November 27th.
  - Motion seconded, passed unanimously.

**IV. Open Forum:**

- Opened: 5:07 pm
- Closed: 5:07 pm

**V. Officer, Advisor, President Report:**

- **Robert Crossley, ASO Advisor:**
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- **Beatriz Espinoza, President:**
  - Attended the Chat with the Chancellor on Wednesday November 14. Asked questions with Victoria.
  - Attended the board of trustees meeting on Wednesday November 14. Participated on public address. Stated that the dream resource center has been closed for 2 months. Only taking appointments for the DRC.
  - Attended the College Council meeting on Thursday November 15. Stated that the committees should
  - Went to see Cabaret on Saturday November 17. Was a great show.
  - Spoke to Tara this morning ()
  - Scheduled an appointment with Dr. Perez
- **Victoria Pfau, Vice President:**
  - Held office hours
  - Attended Chat with the Chancellor
  - Attended the Board of Trustees meeting for an hour
  - Attended club rush and help take down canopies

- Presented Law Enforcement Appreciation Card
- Had meeting with Kelly Williams
- Went to see Cabaret and support drama department
- Attended Metas meeting about OMG
- Attended LGBTQ meeting about OMG
- Held ICC
- **Christopher Martinez, Treasurer:**
- Held Office Hours
- Attended Chat with the Chancellor
- Attended Board of Trustees meeting for an hour
- Fixed zip ties for ASO banner between business office and campus center
- Attended club rush and help take down canopies
- Presented Law Enforcement Appreciation thank you Card
- Had meeting with Student Trustee Kelly Williams
- Went to see Cabaret and support drama department
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- **Briana Garnica, Executive Administrator:**
  - Held office hours
  - Attended Cabaret
  - Created Flyer for OMG (although will be changed)
  - Met with LGBTQ Club
  - Attended ICC Meeting
  - Tabled for ASO for Club Rush
- **Zara Cohen, Parliamentarian:**
  - Held Office Hours
  - Helped set up and take down canopies for club rush
  - Tabled at Club Rush with the team for new members
  - Attended meeting with student trustee
  - Will be volunteering at the food pantry tomorrow from 1pm to 4pm if anyone needs to drop off food donations.
  - I can assist in contacting families for Operation Mission Gratitude
  - Planning to assist during Giving Tuesday next week
  - Email faculty for donations
  - Update the calendar in ASO office
- **Hassan Waalukonde, Accessibility Senator:**
  - Held office hours
  - Attended the Board of Trustees Meeting held on November 11 2018
  - Attended the online Student Trustee Meeting held on November 11 2018,
  - Attended the Cabaret organized by the drama club
  - Helped in set up during the club rush.
  - Met with club representative discuss Operation Mission Gratitude
- **Whitney Gates, Health Senator**
  - Tabled for ASO
  - Still deciding ASO Office hours
- **Madison Pfau, Administration Senator**
  - Tabled at ASO Club Rush
  - Participated in the ASO group picture
  - Met with Mr. Crossley and got information concerning ASO in general and parliamentary procedure
  - Still attempting to find the best times for office hours, will be decided by next meeting date
  - date

#### VI. Standing Items:

- **Appointment of E-board/Senators Confirmation (Oath):**
- **Club Charter/Status:**

#### VII. Committees:

- **ASO Marketing Committee**
  - **Chair: Briana Garnica**
  - **Co-Chair: Christopher Martinez**
  - **Student Representative: Hassan Walukonde**
    - Will be figuring out when we will have our next meeting

- Website Ideas
- Coffee with ASO
- **Operation Mission Gratitude**
  - **Chair: Briana Garnica**
  - **Co-Chair: Victoria Pfau**
  - **Student Representative: Christopher Martinez**
    - Flyer was created
    - Families being adopted

#### **VIII. New Business**

- California Wildfires Relief
  - Vice President moves to allocate 1,000 dollars to fund for any organization affected by the fires
    - Motion made, two opposed passed by majority of votes
- ASO Retreat
  - Debating on where the location for the ASO retreat will be...
    - Skydiving
    - Bowling
    - BBQ
    - Ice Skating
  - ASO will be meeting the 1st, 3rd, and 5th week beginning in January
- Accessibility Resolution
  - Conference Call with Kellie

#### **IX. Old Business**

- **ASO Supplies**
  - None
- **Guided Pathways**
  - Student Resource Co-chair Student Rep
    - Joanna Meza
  - Vice President moved to dissolve guided pathways from the Agenda
    - Motion seconded and passed unanimously
- **ICC Law Enforcement Appreciation**
  - Vice President moves to dissolve
- **ASO Website**
  - ASO will be taking their picture in the quad at 10:30am
- **Shared Governance Committee**
  - Victoria Pfau attended her governance committee
- **CMS Building**
  - No Update
- **Pacoima Holiday Parade**
  - More details to come
- **VP Danny Villanueva**
  - Vice President moved to dissolve from the agenda
    - Motion seconded, passed unanimously

#### **X. Announcements:**

- ICC Meeting will be held on December 4th

#### **XI. Adjournment:**

- Treasurer moves to adjourn the meeting at 6:43pm. Motion seconded, passed unanimously.

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**President, Beatriz Espinoza**  
 LAMC Associated Student Organization  
 (Date of Approval)

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**Executive Administrator, Briana Garnica**     LAMC Associated Student Organization (Date of Approval)