



MINUTES A.S.O.

Meeting Date: November 13th, 2018

I. Call to Order: A meeting of the Associated Student Organization was held at Los Angeles Mission College, Sylmar, CA, on **November 13th, 2018** in the ASO Conference Room #2. The meeting convened at **5:04 PM**.

II. Quorum: 6/6

Executive Board:

President, Beatriz Espinoza
 Vice President, Victoria Pfau
 Treasurer, Christopher Martinez
 Executive Administrator, Briana Garnica
 Parliamentarian, Zara Cohen

Senators:

Social Activities,
 Publications,
 Recruitment,
 Fundraising,
 Marketing,
 Educational Services,
 Technology,
 Political Affairs,
 Community Relations,
 Security Services,
 Athletics,
 Historian,
 Administration,
 Health,
 Accessibility, Hassan Walukonde

Advisor:

Robert Crossley, ASO Advisor

III. Review and Approval of Minutes

- Treasurer moves to table renewal of minutes for November 6th until next meeting, November 20th.
 - Motion seconded, passed unanimously.
- Minutes for October 30th were approved
 - Motion Seconded, passed unanimously

IV. Open Forum:

- Opened: 5:08pm
- Closed: 5:08 pm

V. Officer, Advisor, President Report:

- **Robert Crossley, ASO Advisor:**
 - Suggest ASO does some type of fundraiser for fire victims/ shootings
 - Active Shooter video training
 - Still needs ASO Minutes & Agendas for July & August to post on website
 - Nov. 14th Board of Trustees meeting 2pm
 - Please Complete Senators report
 - College council report due to president's office ASAP
 - CCC looking for students to attend conference January 2019 in Sacramento
 - 3 more meetings left for fall 2018
 - ASO membership t-shirts ordered
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- **Beatriz Espinoza, President:**

- Attended Finance meeting on November 7, 2018.
- Attended Major fair on Thursday November 8. Helped pass out pizza to the students that attended the major fair.
- Attended the Veterans Ceremony on Thursday November 8. Recited the pledge of allegiance. At the ceremony they had a moment of silence for the recent shooting.
- Attended the SAC Meeting on Friday November 9. Student Trustee wants to work with LAMC on a resolution for “Accessibility”.
- Changed my office hours to Tuesday’s 4-5 pm. Wednesday’s 5-6. Thursday’s 10:30-12 pm.
- **Victoria Pfau, Vice President:**
 - Held office hours
 - Attended finance meeting
 - Postponed ICC Law Enforcement Appreciation to next Tuesday
 - Attended LA Mission Foundation meeting and asked them to give us \$1000, which they did
- **Christopher Martinez, Treasurer:**
 - Held Office Hours
 - Attended Foundation meeting with Victoria for Operation Mission Gratitude
 - 3. Held Finance Meeting
 - a. Approved Operation Mission Gratitude Budget
 - b. Approved Budget for ASO Membership Shirts
 - c. Discussed creation of accounts for newly chartered clubs
 - d. Approved funds for the whistle key rings
- **Briana Garnica, Executive Administrator:**
 - Held office hours
 - Got in contact with Mission Police station
 - Attended the major fair
 - Updated Calendar
 - Created OMG Flyers
- **Zara Cohen, Parliamentarian:**
 - Held Office Hours
 - Met with Crossley
 - Downloaded group me
 - Serving on the Personal Development Committee
 - Volunteer in food pantry
 - Office Hours 1pm-4pm on Tuesdays
- **Hassan Waalukonde, Accessibility Senator:**
 - Held office hours
 - Attended the Major Fair and spent time at the DSPS table talking to students.
 - Helped a student who fell and got injured in the face at the culinary arts dining area.
 - Met with Adam Serda counselor DSPS, discussed the equal accessibility on campus for both students and the community for future events. Mobility ramps and enough space needed.
 - Language interpreter needed to all events so everyone can be involved.
 - Discussed about the priority registration that started for spring 2019. Asked ASO to remind students to add class

VI. Standing Items:

- **Appointment of E-board/Senators Confirmation (Oath):**
 - Whitney Gates will be ASO Health Senator
 - Madison Pfau will be Administration Senator
 - Vice President moves to appoint Madison Pfau to the position of Administration Senator
 - Motion seconded, passed unanimously.
 - Executive Admin moves to appoint Whitney Gates to the position of Health Senator
 - Motion seconded, passed unanimously.
- **Club Charter/Status:**
 - None

VII. Committees:

- **ASO Marketing Committee**
 - **Chair: Briana Garnica**

- **Co-Chair: Christopher Martinez**
- **Student Representative: Hassan Walukonde**
- Chair absent, haven't met recently
 - Treasurer discussed the breakdown of t-shirts
 - President stated that we can discuss the t-shirts under ASO supplies
 - Crossley shared banners that LA City College uses to promote their mission statement and goals, recommended marketing committee discuss this.
- **Operation Mission Gratitude**
 - **Chair: Briana Garnica**
 - **Co-Chair: Victoria Pfau**
 - **Student Representative: Christopher Martinez**
 - Chair Briana Garnica absent, Vice President delivered the report.
 - Clubs have been assigned to task teams.
 - Decided on menu for families.
 - President stated that Richard from the Veterans Club reached out to her about how his sister is currently collecting jackets for OMG.
 - President contacted Drama Club about recruitment of families, they are working with a non-profit organization to do so.

VIII. New Business

- Winter Meeting Times
 - Motion made to amend the title to (Winter Schedule)
- Pacoima Holiday Parade
 - December 8th 9am-1pm
 - More Information will be given later on
- CMS Building
 - Student reached out to inform us that they would like to see a place to study in the CMS. Treasurer showed us that there is a vacant room with desks to study, will inform student.

IX. Old Business

- **ASO Supplies**
- **ASO Merchandise**
 - Shirts were purchased
 - Amount \$2595.15
- **Guided Pathways**
- **ICC Law Enforcement Appreciation**
 - Was moved to November 20th 2-3pm
- **Foster Care Kinship**
 - Motion made to dissolve from agenda
 - Motion seconded and passed unanimously
- **ASO Website**
 - ASO will be taking their picture in the quad at 10:30am
- **Shared Governance Committee**

X. Announcements:

- Beatriz Informed us that registration day will be open soon

XI. Adjournment:

- Treasurer moves to adjourn the meeting at 6:34pm. Motion seconded, passed unanimously.

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

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