



29 Cougar Ct, Taft, CA 93268 | ASO Meeting

Taft College

Executive Board | Student Center ASO Office | Tuesday, July 19, 2022 at 10:00 A.M. PST

NOTICE IS HEREBY GIVEN that the Associated Student Organization Executive Board will hold a **Regular Meeting** on **Tuesday, July 19, 2022 at 10:00 A.M./P.M. Pacific Standard Time in person and via Zoom and Teleconference.** The ASO Executive Board reserves the right to suspend the orders of the day if necessary to conduct business. Members of the public requesting additional agenda items should notify the Chair, President Angelissa Garza at aso@taftcollege.edu, no less than 72 hours prior to the meeting. The ASO Executive Board will make efforts to meet requests after such date, if permissible. In compliance with the Americans With Disabilities Act, if you need assistance to participate in this meeting, please contact the Chair, President Angelissa Garza. Please make requests at least 72 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility into this meeting.

1. **Order of Business** | 10 Minutes
2. Call to Order **10:12 AM**
3. Roll Call

Executive Board	Present	Absent
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<p>President Angelissa Garza</p>	<p>X</p>	
<p>Vice President Quentin Butler</p>	<p>X</p>	
<p>Secretary/Treasurer Ashley Ramires</p>	<p>X</p>	
<p>Director of Legislative Affairs VACANT</p>		
<p>Interclub Commissioner Priscilla Pyun</p>	<p>X</p>	
<p>Public Relations Officer Giselle Hovind</p>	<p>X</p>	
<p>Director VACANT</p>		

<p>Director</p> <p>VACANT</p>		
<p>Director</p> <p>VACANT</p>		
<p>Final Quorum Count:</p>	<p>Present: 0</p>	<p>Absent:0</p>
<p>Advisory Ex-Officio</p> <p>Advisor</p> <p>Myisha Cutrona</p>	<p>x</p>	
<p>Non-Voting Ex-Officio</p> <p>Student Trustee</p> <p>Jasmine Perez</p>		<p>X</p>

4. Approval of Meeting Minutes

The Executive Board will consider the approval of meeting minutes from the previous meeting that occurred on Monday, July 11th, 2022.

[ASO Board Meeting Minutes 7/11/2022](#)



Motioned: **Ashley**

Second: **Priscilla**

Ruling: **Ruling passed**

5. Public Comment

This segment of the meeting is reserved for members of the public desiring to address the Executive Board on any matter of concern that is not stated on the agenda. A time limit of (3) minutes per speaker and (15) minutes per topic shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. (California Government Code §54954.3) | (Bagley Keene Act of 1967).



II. Executive Board Roundtable | 10 Minutes

This time is reserved for the Executive Board and the Advisor to hear and discuss updates or concerns regarding the state and various aspects of this organization and its leadership.

- *Covid is coming back, two members of the board have caught the virus*
- *Dr. Daniels has resigned as president and Interim President is Brock McMurray*

Myisha will be recruiting TC staff and administrators to help with welcome week tables.

III. Business | 30 Minutes



During this segment of the agenda the Executive Board will discuss and potentially take action regarding pending matters.

1. ASO Emails and Accounts

ASO will discuss the use of email accounts and any other accounts associated with the club.

TC ASO outlook account mandatory for business use

ASO gmail account for shared documents.

All members will need access to all accounts

Each board member will be assigned to check accounts daily

Friday night - Monday: Angelissa

Tuesday: Giselle

Wednesday: Ashly

Thursday: Priscilla

Friday: Quentin

Angelissa will share all the google document with all the account information via email

Motioned: *Giselle*

Second: *Ashly*

Ruling: *Ruling has passed*

2. General Assembly



ASO executive board will discuss the board's attendance at the General Assembly Meeting

Friday, September, 30th - Saturday, October 1st..

Two-days on Friday and Saturday in San Francisco. Angelissa and Priscilla cannot attend.

Cost: \$300 for students, \$325 for advisors

Angelissa will find out the cost. Quentin and Giselle are interested in attending. Quentin will stand in as the 2022-23 delegate; Ashley will be the alternate delegate

Myisha will need to complete the delegate application

Motioned: *Giselle*

Second: *Quentin*

Ruling: *Ruling has Passed*

3. Finalize the September events

Board will discuss the finalized details including description of the activities for September 2022.

[*August and September event details*](#)

Motioned: *Quentin*

Second: *Giselle*



Ruling: *Passed has passed*

4. Finalize dates, times, locations for all other fall events

The board will determine the time and location of all upcoming events in the fall

Discussion for future meeting first week in August

Motioned:

Second:

Ruling:

5. General Duties of each board member

The Advisor and board members will determine the general monthly duties of each executive board member. Responsibilities will include flyers, event requests, event reports, agendas, calendar details, club events, interclub council, social media outlets, monthly ASO report, logging prizes/gift card recipients, etc.

- *Flyers/Posters: Giselle*
- *Event Requests, Reports, calendar details: Ashly*
- *Adding other campus to the details calendar: Ashly*
- *Agendas: Angelissa with Quentin*
- *Agenda minutes: Ashley*



- *Interclub council meetings (email club advisors and leaders of the upcoming meeting, prepare the agenda, take notes, submit meeting minutes to club advisors, members, and myisha): Priscilla and Quentin*
- *Monthly ASO newsletter to campus (include brief write-ups of events and photos):
 - *Sent out the first week of the following Month**
- *Social Media Outlets: Giselle*
- *Logging of Prizes/gift card; Budget Review: Board and Myisha*

Motioned: *Quentin*

Second: *Giselle*

Ruling: *The ruling has passed*

6. Approval of the 11 clubs

The Board will approve the 11 clubs that will have an advisor stipend attached to the club.

List of Clubs for Approval

Motioned: *Giselle*

Second: *Quentin*

Ruling: *Passed*

IV. Budget Requests | 15 Minutes



During this segment of the agenda the Executive Board will review and consider the approval regarding the financial and budgetary necessities of this respective organization.

1. Welcome Week Donuts and Water

5 dozen donuts will be purchased on Monday and Tuesday, and 3 dozen for Wednesday and Thursday. Water will be purchased for the week.

Budget Request [\$600]

Motioned: *Ashly*

Second: *Quentin*

Ruling: *Passed*

2. Desktop Color Printers for each ASO computer and insurance

Printers will be purchased to eventually promote a printing service for students through ASO.

Budget Request [\$2500]

Motioned: *Quinten*

Second: *Ashly*

Ruling: *Passed*

V. Standing Items | 30 Minutes

During this segment of the agenda the Executive Board will engage and participate in an informative discussion regarding any past, current or future updates.

- A. Centennial Book of the Month Volunteer Day
- B. Welcome Week Itinerary and Assignments
 - a. Finalized on the activity*
- C. Games/Activities for Back-to-School Centennial BBQ
 - a. Finalized on activity list*
- D. Campus Committee Meetings
- E. Intramural Sports

Discuss the ideas researched by committee members.

<i>PROS</i>	<i>CONS</i>

-Angie create a general document of information of how other colleges run intramural sports

-What is realistic for our institution?

Google survey for interest in intramural sports

VI. Executive Board Reports | 10 Minutes



The Executive Board will hear and present reports from each Executive including the Advisor regarding their progress and past actions pertaining to their roles, positions and offices including their respective duties and responsibilities since the last meeting.

Myisha Cutrona	ASO Advisor NSLS Advisor Coordinator of Student Life & Basic Needs
Angelissa Garza	ASO President Region VI Vice Chair NSLS Vice President Marketing & Campus Safety Committees
Quentin Butler	ASO Vice President Taft College Regional Delegate
Ashley Ramires	ASO Secretary/Treasurer Taft College Alternate Regional Delegate Access Committee
VACANT	ASO Director of Legislative Affairs
Priscilla Pyun	ASO Interclub Commissioner Budget & Marketing Committees
Giselle Hovind	ASO Public Relations Officer DEI & EEO Committees

VACANT	ASO Director
VACANT	ASO Director
VACANT	ASO Director
Jasmine Perez	West Kern Community College District Student Trustee Governance & Curriculum Committees

VII. Announcements from the Floor

This time is reserved for any officer or member to make announcements on items not on the agenda. A time limit of (1) minute per speaker shall be observed. No action will be taken and the total time limit for this item shall not be extended.

Next Meeting, Tuesday, July 26th at 10am via zoom: focus on Constitution day

Following meeting: Thursday, August 4th at 6 pm via zoom

Discussion on special elections for Legislative director; recruit directors; Angie contact student trustee to see if she is still on board, may need to include student trustee in the special elections

Budget requests on the activity calendar



Next date for the book making project: Angie will add the dates of the August book making event.

VIII. Adjournment | 1 Minute @ 12:42 pm

Motioned: *Quentin*

Second: *Giselle*

Ruling: *Passed*