

EAST LOS ANGELES COLLEGE

ASU Special Meeting Minutes

1301 Avenida Cesar Chavez, Monterey Park, CA 91754



Location: G1-301AB

Date: Friday June 21, 2013

Time: 12:30PM

I. CALL TO ORDER

@ 12:30PM

II. ROLL CALL

POSITION	NAME	PRESENT	EXCUSED ABSENCE	UNEXCUSED ABSENCE
President	Jennifer Estrada	*		
Executive Vice President	Jesse Orellana	*		
Vice President of Finances	Johanna Guerra	*		
Treasurer	VACANT			
Secretary	Iris I. Gaytan	Walks in at 12:40		
Chief Delegate	Daveon Logan	*		
Chief Justice	Evelyn C. Vargas	*		
Historian	Elvia Flores		*	
Senator at Large	Hassan Medina			*
Senator at Large	Bulk Lao	*		
Senator of South Gate	Martha Lopez	*		
ASU Advisor	Sonia Lopez	*		

– A quorum was met.

III. APPROVAL OF MINUTES

Motion to approve minutes was moved by Executive Vice President Jesse Orellana and was seconded by Vice President of Finances Johanna Guerra. Motion passed with a unanimous vote, and the minutes were approved.

IV. PUBLIC FORUM

A. President Jennifer Estrada makes and announcement: she states that for most proposals an amendment of reallocating funds to the book rental program will be added.

V. OFFICER REPORTS (5 MINUTES PER OFFICER)

A. VICE PRESIDENT OF FINANCES- Guerra presents her budget report. She states the amounts approved so far, as well as money returned. She presents money requested out of accounts;

Conferences	\$1250
Social Cultural	\$5073.17
Hospitality	\$250
Stipends	\$1120
Mileage	\$332.82
Book rental to encumber	\$30,000
Student Representation Fee	\$990
Sweeping of accounts	\$5516.31

B. TREASURER - VACANT

VI. ACTION ITEMS (5 MINUTES PER SPEAKER)

A. Match Fund ELAC Health and Beauty Club Final Celebration- Motion to fund this item in the amount of \$400 was moved by Executive Vice President Orellana and was seconded by Vice President of Finances Guerra. Motion was put to a vote and passes with a unanimous vote.

B. Match Fund ELAC Speech Team “A Night of Drama Comedy and Poetry”- Motion to fund this item in the amount of \$1539.17 was moved by Secretary Iris Gaytan and was seconded by Senator of South Gate Martha Lopez. President states that club raised more than the amount states but that this balance is remainder of their amount to match fund. EVP Orellana adds the stipulation that since ASU is running out of time Speech Team is given a deadline on Tuesday June 25th at 12PM to use and order their items with the amount requested if not funds not used would be allocated to the book rental program and he is seconded by Senator of South Gate Lopez. Motion was put to a vote with the stipulation and

C. Match Fund ELAC Student Nurses Association End of Year Banquet and Speaker- President states that original amount was amended from \$2000 to \$874.50 at BAC. Motion to fund this item

in the amount of \$874.50 was moved by EVP Orellana and was seconded by VP of Finances Guerra. Vice President of Finances gives detailed list of why they were only awarded that certain amount

Their amount of match funding totaled \$4124.83 from \$5000 totaled for match funding leaving them at \$875.17. Since advisor suggested that BAC needed not worry about not giving them a small amount ASU continued to fund them in 874.50 as opposed to 875.17 Motion to match fund them in the amount of \$874.50 with the stipulation that all funds not used will be reallocated to the ASU book rental program was put to a vote and passed with a unanimous vote.

Motion to re-entertain this item to encumber the funds match funded was moved by Secretary Iris Gaytan and was seconded by VP of Finances

Motion to encumber funds in the amount of \$874.50 was moved by VP of Finances Guerra and was seconded by Chief Delegate Logan. VP of Finances Guerra adds the stipulation that they have until July 1st at 12PM to turn in all receipts and documents and was seconded by Senator of South Gate Guerra. Motion to encumber funds with the stipulation was put to a vote and passes with a unanimous vote.

D. Match Fund SASA May 3rd Event- Motion to fund this item in the amount of \$1161.62 was moved by Secretary Gaytan and was seconded by Senator of South Gate Lopez. This item was brought back since this item was not used to fund for a speaker rather to fund for items that were bought for his event. Motion to amend the title of this action item to include the May 3rd event and SASA CAADE Conference to use the full \$3000 was moved by VP of Finances Guerra and was seconded by Chief Delegate Logan. EVP Orellana moves to add the stipulation that all unused funds will be allocated to the ASU book rental. Motion to fund this item with the stipulation and amendment was put to a vote and passes with a unanimous vote.

E. Match Fund Students for Equal Rights Banquet- Motion to fund this item in the amount of \$965 was moved by Secretary Gaytan and was seconded by Chief Delegate Logan. Item was approved at BAC. Secretary Gaytan moves to table this item until the end of the action items and was seconded by VP of Finances Guerra.

F. Match Fund Pep Squad Club UCA Cheer Camp- Motion to fund this item in the amount of \$119 was moved by Secretary Gaytan and was seconded by Chief Delegate Logan. Motion did not pass at BAC due to the fact that this item goes on to another semester and is not done within this semester so funds cannot be given and left for the next board to pick up. There are no representatives, item dies.

Motion to reentertain action item C was moved by EVP Orellana and was seconded by Senator at Large Bulk Lao

B. Match Fund ELAC Student Nurses Association End of Year Banquet and Speaker- Representative brings proof that one of her items from November 30th was mistaken as match funding but was actually straight funding.

VP of Finances moves to table this item until Student Services Aid and Advisor Lopez are ready to advise ASU.

President States Can we get a motion to amend the agenda and under **NEW BUSINESS/UNFINISHED BUSINESS** add Match Fund Physics and Astronomy Club Shirts and Match Fund POBC San Jose Creek Tour. Motion was moved by EVP Orellana and was seconded by Secretary Gaytan

VII. NEW BUSINESS/ UNFINISHED BUSINESS

- A. Match Fund POBC San Jose Creek Tour-** Motion to fund this item in the amount of \$600 was moved by EVP Orellana and was seconded by VP of Finances Guerra. EVP Orellana adds the stipulation that the documentation and unfinished paper work should be submitted on June 25th by 12PM and that all unused paperwork will be allocated to the book rental program. Motion was put to a vote with the stipulation and passes with a unanimous vote.

EVP Moves to add under NEW BUSINESS/UNFINISHED BUSINESS item B. Match Fund POBC Club's ACS National Meeting and under item C. Match Fund Physics and Astronomy Club Shirts and is seconded by Chief Justice Evelyn Vargas. Motion was put to a vote and passes with a unanimous vote.

- B. Match Fund POBC Club's ACS National Meeting –** Motion to fund this item in the amount of \$1,385.88 was moved by EVP Orellana and was seconded by Chief Delegate Logan. 4 students paper work was turned in but ASU memberships were paid for only 3 since 1 student was not an ASU member. Amount was split into 4's and only 3 were given the amount. Representative from POBC presents that the documents were presented and that they were told by the EVP that they did not have to show up for anything else. Representative also states that she only included the fourth person in the paperwork since she wanted to show who attended but that in reality the amount requested was for those 3 students since the fourth student's expenses were paid for by MESA. Senator of South Gate moves to amend the amount of \$1,385.88 to \$346.47 that would cover the 4th expenses and was seconded by Chief Justice Vargas. EVP moves to amend the item to reallocate the balance \$346.47 to fund the 3 ASU members that attended and was seconded Chief Justice Vargas. Amendment passes. Motion to fund this item with the stipulation that funds should be used by Tuesday the 25th if not funds will be reallocated to book rental program and is seconded by Chief Delegate Logan. Motion was put to a vote and passes with a 6:1 vote.

- C. Match Fund Physics and Astronomy Club Shirts-** Motion to fund this item in the amount of \$150 was moved by VP of Finances Guerra and was seconded by EVP Orellana. Money was returned to general funding since no information or emails were sent. Adviser reminds that we can overrule BAC. Recommendation from the VP of Finances is that we should be fair since other clubs are coming as well. Chief Justice states that we should be student friendly and that we should understand as students, since we have things that come up. Student representative states that he wanted to show up and show his interest that he wasn't able to attend BAC because of work and personal responsibilities. EVP Orellana states that they showed up on BAC the day their item was put in the Agenda, VP of finances states that we should make an exception. Senator at Large Bulk Lao moves to the previous question and is seconded by EVP Orellana. Motion to fund this item with the stipulation that amount is used, items are ordered and receipts are turned in by Tuesday the 25th of June at 12pm and that funds not used will be given to the ASU book rental program. Motion was put to a vote with the stipulation and passes with a unanimous vote.

President Estrada States: We will now move back to entertain action item C. **Match Fund ELAC Student Nurses Association End of Year Banquet and Speaker.**

Senator at Large Lao moves to re-entertain action item C. **Match Fund ELAC Student Nurses Association End of Year Banquet and Speaker**, and is seconded by VP of Finances Guerra.

VIII. ACTION ITEMS (5 MINUTES PER SPEAKER)

C. Match Fund ELAC Student Nurses Association End of Year Banquet and Speaker- Student Services aid Magaly states how the amount of \$874.50 was attained, and states that the amount attained at BAC was correct. EVP Orellana explains why the match funding was switched to a community event to help the club save their match funding balance. Adviser states that the \$1836.73 was awarded as a community event.

At this moment a five minute recess was taken.

After the recess the board checks the minutes from November 30th 2012, so the amount \$1,836.76 from this date does not count towards their match funding.

President Estrada States 2,711.26 is actually left but the paper work states \$2000 is requested and BAC approved \$874.50.

VP of Finances Guerra recommends that we should fund them their requested amount.

Adviser states that this will create a problem at BAC, because no amount can be increased at what was approved at BAC. She asks ASU to take their action and that BAC will fix this problem on their own.

EVP Orellana moves to amend the funding of \$874.50 approved at BAC to their full requested amount of \$2,000 and was seconded by Senator of South Gate Lopez. Motion was put to a vote and amendment passes.

Motion to match fund this club in the amount of \$2,000 was put to a vote and passes with a 6:1 vote.

President States can someone move out of order to reentertain action item E. **Match Fund Students for Equal Rights Banquet.**

E. Match Fund Students for Equal Rights Banquet- Motion to fund this item in the amount of \$965 was moved by Chief Delegate Logan and was seconded by VP of Finances Guerra. Motion to match fund this club in this amount was put to a vote and passes with a unanimous vote.

At this moment president Estrada checks to see if there are any other clubs in the public.

President Estrada states: We will now be resuming the natural orders of the day.

G. Fund ASU/BAC Brunch- Motion to fund this item in the amount of \$191.54 was moved by Secretary Gaytan and was seconded by VP of Finances Guerra. President explains that this amount was spent for the students for this last meeting, but unfortunately not many came. President states that this is a reimbursement to the president who payed for these items. Chief Delegate Logan thanks the president. Motion was put to a vote and passes with a 4:3 vote.

H. Fund Cork Boards, White Boards, and Space Cabinets- Motion to fund this item in the amount of \$15,000 from reserves was moved by Secretary Gaytan and was seconded by Chief Justice Vargas. Senator at Large Lao explains the reason why they bumped up the amount requested for the purchase of boards. Motion was put to a vote and passes with a unanimous vote.

I. Sweeping of Accounts- Motion to fund this item in the amount of \$7,155 was moved by VP of Finances Guerra and was seconded by Senator of South Gate Lopez. President states that this amount was amended at BAC for \$5516.31. Motion to amend original amount from \$7,155 to \$5516.31 was moved by EVP Orellana and was seconded by VP of Finances Guerra. Amendment was voted on and passes with a unanimous vote. Vote is taken on funding this item with the amendment and passes with a unanimous vote.

J. Encumber Book Rental Funding- Motion to fund this item in the amount of \$30,000 was moved by EVP Orellana and was seconded by Chief Justice Vargas. President states that she will be putting a request for math books, earth science books as well as calculators and possibly a Chicano studies book. She states that money left over will be used to purchase laminating paper, markers to write PROPERTY OF ASU on their purchased books. Motion was put to a vote and passes with a unanimous vote.

K. Release Stipends for Spring 2013- Motion to fund this item in the amount of \$2,100 was moved by EVP Orellana and was seconded by VP of Finances Guerra. EVP Orellana moves to amend the amount from \$2,100 to \$1,120 and was seconded by VP of Finances Guerra. Amendment was put to a vote and passes with a unanimous vote. President states that last semester more money was released than was required so the money left over was deducted from the original amount. VP of Finances moves that money not used shall be allocated to the ASU book rental program motion was seconded by EVP Orellana. At this moment a discussion on a stipend for one senator is held, there was a vote taken from the board and Senator of South Gate Martha Lopez receives the stipend but action is subject to change based on advisors opinion. Senator at Large Bulk Lao cordially expresses his vote and how he believes out of the two of them Senator of South Gate should get the stipend. Motion to fund this item was put to a vote and passes with a unanimous vote.

L. Approve Operating Budget for ASU 2013-2014- President states how she and VP of Finances along with the Adviser went over the budget for the upcoming board. This is a recommendation for the next board but needs to be approved by the 2012-2013 board. EVP Orellana asks why Rep Fee is not included and student conferences President explains why the conferences are there and it is due to the fact that this is for those students who match fund for those conferences. Motion to approve this budget was put to a vote and passes with a unanimous vote.

IV. STUDENT REPRESENTATION FEE

A. Fund Parliamentary Training for Incoming Board Members – Motion to fund this item in the amount of \$990 was moved by Secretary Gaytan and was seconded by EVP Orellana. EVP Orellana explains how this training will help the incoming board and adds the stipulation that this program should be finished by on Friday 23rd of August and that the student leaders that do not finish have to reimburse ASU for the amount paid and is seconded by Senator of South Gate Lopez. Stipulation was put to a vote and passes with a unanimous vote. Chief Justice states that those who already took this do not have to retake this leadership training. Motion to fund this item was put to a vote and passes with a unanimous vote.

At this moment the adviser is asked about ESA Club and she states that she is trying to contact their adviser.

X. OFFICER REPORTS (5 MINUTES PER OFFICER)

C. PRESIDENT – Estrada reports on SAC meeting. She states Michael Riggs is the new student trustee. She states it was a pleasure working with this board. “It was amazing and painful”. She feels like the struggles the board brought allowed everyone to get close to each other. “I’m done son”.

D. EXECUTIVE VICE PRESIDENT- Orellana thanks those who helped with graduation. He expresses how he enjoyed the board and how he is looking forward to being in charge for the upcoming year.

EVP Orellana moved to add VP of Finances report to the Officer reports and was seconded by VP of Finances.

A. VICE PRESIDENT OF FINANCES- Guerra expresses how she is thankful and grateful to be in the board as it helps with her chronic depression. She gives advice on the upcoming year for the president elect. She

E. SECRETARY- Secretary commends Senator of South Gate Lopez for shadowing her and lets EVP Orellana know that he will have an amazing secretary for the upcoming year.

F. CHIEF DELEGATE- Logan thanks Advisor Lopez and President Estrada for helping him throughout his experience in ASU. He enjoyed the good times, hungry times and bad times. He appreciates the second family away from home. He wishes to be part of the board for the upcoming year since he will be staying another year. Logan wishes everyone the best of luck.

G. CHIEF JUSTICE- Vargas states that even though she had nothing to report she thanks President Estrada for helping her and asking her to join the board. She feels like board members left footprint on her life and wishes everyone the best. And though she is switching office buddies she feels she had a great office buddy Secretary Gaytan who will be switched with future Secretary Lopez.

H. HISTORIAN- ABSENT

I. COMMISSIONER(S) / SENATOR(S)

- a. Senator of South Gate- Lopez thanks EVP Orellana for letting her inside her office. She thanks the board for being like her family. She thanks Secretary Gaytan for helping her. She looks forward to sharing the office with Chief Justice Vargas.
- b. Senator at Large- Lao thanks President Estrada and Advisor Lopez for giving him the opportunity to work with everyone in ASU. He lets EVP Orellana know that he thinks he will do a really good job for the upcoming year. He lets VP of Finances Guerra know that she will do great things in UC Santa Cruz.

President Estrada States: For those of you who are joining next year, please keep up your grades. Grasp only what you can handle. Be mindful that first and foremost you are students first. "If you cannot keep of your grades you cannot be part of ASU and if you are not part of ASU you cannot help out the students." She lets EVP Orellana how great he did as a VP and how he surpassed her expectations. She lets him know that he will do well next year and that she wishes him the best of luck.

VP of Finances Guerra Lets EVP Orellana know that he needs to work on deadlines and being on time for those.

J. COMMITTEE REPORTS (2 MINUTES PER REPORT) —NO REPORTS.

XI. PROJECT UPDATES/ASSIGNMENTS

From 5/24/2013

- A. Graduation- DONE
- B. Brochures- EVP Orellana state that money was taken back.
- C. Laptop Giveaway-DONE
- D. Scholarships- Stundents already notified.
- E. Window Covers Dog House- Money was reallocated.
- F. Book Shelves and Cork Boards-Money approved, hopefully done soon.
- G. Tumblr/Facebook- Updated
- H. Web Update/ Photos- To be spoken about at a later time.
- I. Power Point Presentation- Playing in the background.
- J. Banquet- Adviser asks about action to be taken for three students who were not able to attend. After long discussion, board decided of those three absent none would pay.

XII. DISCUSSION ITEMS (5 MINUTES PER SPEAKER)

No Discussion Items

President States: We will be adding D. Releasing of Mileage and E. Reimbursement to Advisor

XIII. NEW BUSINESS / UNFINISHED BUSINESS

D. Releasing of Mileage-EVP Orellana moves to release the account and is seconded by Senator of South Gate Lopez. President explains that this amount is to reimburse President and EVP for attending far away meetings. Motion was put to a vote and passes with a unanimous vote.

E. Reimbursement to Advisor- Motion to reimburse the adviser and student services aid in the amount of \$50 for advisers was moved by EVP Orellana and was seconded by VP of Finances Guerra. These were purchased as a form of thank you for faculty. Motion was put to a vote and passes with a 6:1 vote.

Advisor thanks the board for all their hardwork and states that she does not believe in goodbyes because she knows in the long run we will all meet again. She thanks the board as she feels its been a pleasure to work with the officers.

Student Services Aid Magaly thanks the board to help the over worked and underpaid board members and states that though she wished some board members would have run for positions she wishes everyone the best of luck as everyone has different and wonderful traits that they contributed to ASU. She also wishes good luck to the transferring students, and thanks everyone from the board for helping her.

XIV. Next Meeting : TBA by President Elect Jesse Orellana

XV. Adjournment- Motion to adjourn the meeting was moved by EVP Orellana and was seconded by Senator of South Gate Lopez. Meeting was adjourned at 3:16PM

Prepared by Secretary

Signature

Approved by President

Signature

Date