



**I. Call to Order:** An official meeting of the *Associated Student Organization* was held at Los Angeles Mission College, Sylmar, CA, on **August 6, 2015** in the ASO Conference Room. The meeting convened at 3:31 pm

**II. Quorum:**

**Executive Board:**

President, Jackie Ambridge

Parliamentarian, Margot Waithe

Vice President, Lorena Aguilar

**Senators:**

**Advisor:**

Robert Crossley

**III. Approval and Adoption of Agenda:** No objections.

**IV. Review and Approval of Minutes:** Minutes of 7/30/15 approved. No objections.

**V. Open Forum:** Opened at 3:34PM Closed at 3:34PM

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

- **President, Jackie Ambridge:**
  - Advised Adobe Illustrator and Photoshop have been installed on the computer. Working on ordering signs for reserved parking spaces for ASO executive board on the second (2<sup>nd</sup>) level of the parking structure. Summer parking will be reimbursed and will receive five (5) free parking passes for Fall 2015 for executive board members.
  - Gender neutral bathroom signs came in, however they were the wrong color, will reorder new ones while these get installed.
  - LACCD has an issue with not obtaining three (3) quotes to compare Kevin and Kit Hot Dogs.
  - Also, researched extending a bus stop to East Campus. The preliminary work has been completed now it's a matter of needing a follow through with Metro LA Transportation.
- **Vice President, Lorena Aguilar:**
  - ASO app
- **Parliamentarian, Margot Waithe:**
  - Currently working on a roll call vote template for use at meetings. This will facilitate board member taking minutes be in compliance per Brown Act amendment.
  - Working on setting up a date and time to meet with Sam's Club regarding a grant where they can sponsor ASO in providing food for events. The point of contact is Chris Sandoval.
- **ASO Advisor, Robert Crossley:**
  - The audit is coming to a close. They have ten (10) findings.
  - Discussed that majority of ASO funds are contributed by Kevin and Kit Hot Dogs. The amount is close to \$15,000. If we lose the contract ASO will lose a large amount of the budget.

**VII. Committee Reports:**

**VIII. Standing Items**

- **Appointment of E-board/Senators:** None
- **Club Charter:** None

**IX. New Business:**

**X. Old Business:**

- **Fall Kickoff:** The committee has asked ASO to stuff four hundred (400) goodie bags which will be provided to students. ASO set a deadline to receive all material by Monday, August 17. We will complete task by Friday, August 21.

- **ASO Supplies:** Vice president, Lorena, motions to approve three- fold brochures not to exceed two hundred and fifty dollars (\$250). Parliamentarian, Margot seconds. Motion passes.

Roll Call Vote:

- Vice President, Lorena. - AYE
- Parliamentarian, Margot. -AYE

- **Student Trustee Elections:** Committee has been created:

- **Chair:** President, Jackie.
- **Co-chair:** Vice President, Lorena.
- **Standing Member:** Parliamentarian, Margot.

Both candidates will be advised of forum date, September 21<sup>st</sup> and a tentative time of 12pm-2pm. Event request needs to be submitted to reserve space.

- **ASO Preferred Parking:** Will be spoken about in the next college council meeting.
- **ASO Constitution Update:** A meeting with ASO Advisor, Robert, has been set for August 12<sup>th</sup> at 3:30pm.
- **ASO Mental Health Folder:** Design for the folder will be completed by following meeting.

#### **XI. Announcements:**

- **Advisor, Robert Crossley:** Reminder Constitution Day is September 17<sup>th</sup>. ASO needs to plan accordingly.
- **Lorena, Vice President:** Spoke with SSC coordinator, Kristina Gonzales, regarding SSC cut in hours. She advised the cut in hours is due to the loss of tutors. In process of re hiring, but will know final hours by first week of Fall 2015.

**XII. Adjournment:** Meeting adjourned at 4:35pm

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 President, Jackie Ambridge  
 LAMC Associated Student Organization

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 Date of Approval

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 Interim Executive Administrator, Lorena Aguilar  
 LAMC Associated Student Organization

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 Date of Approval