ASSOCIATED STUDENTS OF MENDOCINO COLLEGE
Minutes: Regular Meeting
A regular meeting of the Associated Students of Mendocino College was convened on Tuesday, October 27, 2015 in Room 750 at Mendocino College, 1000 Hensley Creek Rd., Ukiah, CA.

General Matters:

Call to Order: President Valdez called the meeting to order at 5:05 pm.

Members Present: President — Xiomara Valdez
Vice President --- Alex Ruvalcaba
Student Trustee--- Nayeli Castaneda
Treasurer --- Wyatt Coffman

Support Staff Present: Faculty Advisor — Phil Warf and Ketmani Kouanchao

Others Present: Tony Pearce, Travis, Caitlin Luke, Cristian Pena

Pledge of Allegiance: The Pledge of Allegiance was recited facing the American Flag in Room 750.

1. Public Comments-
Tony Pearce – President of the Video Game Club. What does ASMC do?
Phil – ASMC represents students; from college level to state level, attends varies committees, conferences, General Assembly, sets up student events, such as culture, fundraising for student scholarships.
Tony- They had their first meeting yesterday. What funding do we have for club starter packs. Phil – Come to ASMC to see if we want to move forward with the club. Also they need to demonstrate if they have raised money before coming to ASMC. Put on agenda for next meeting.

2. Approval of Agenda and Minutes-
2.1 Motion to approve the ASMC agenda for October 27, 2015.
Motion: Wyatt / Second: Alex

2.2 Motion to approve minutes for October 20, 2015.
Motion: Wyatt/ Second: Alex

3. Old Business-
3.1 Fall Concessions
Finished all of the concessions and made around $430 before expenses. With expenses, the profit is around $100. Xiomara and Wyatt both did a great job working the concessions.

4. Discussion Items-
4.1 General Assembly
The cost for G.A. is around $3,700 for; two nights, three rooms, for two male students, two female students, and advisor, car rental, food expenses, and etc. To be on the safe side, $4,000
should be approved. General Assembly is a conference where students come all over the state to represent their college, there is breakout sessions, lots of voting on resolutions to take action, things students can do on campus. Let Phil know by Friday October, 30th if you will be attending.

4.2 Key Policy
Nayeli wrote up the key policy and it looks good, with a minor error to be edited and corrected. Key Policy – The president and vice-president shall receive a key to the ASMC office and cabinets in the student center upon taking oath of office. Key holders assume responsibility for the safekeeping of the key and its use. The key is only for the key holder and not make it available to anyone else. Should the loss of the key(s) occur, immediate notification to an advisor is required. Keys will need to be returned to the maintenance department at the end of the spring semester.

4.3 CDV Parade
Nayeli – plaques are ready to be picked up. Waiting for business office to give the check. We still need to get candy for the offices. Xiomara, Alex, and Travis will be judges.

4.4 Holiday Dinner
Nayeli – talked with Stan’s maples and they will deliver the food by 11am. Also, has a chair if we can find a santa,
Ketmani – we should do a press release since it will be our second annual year doing the Student Appreciation Luncheon.
Xiomara will look up santa claus costumes.

5. Action Items
5.1 Approve P.O. for General Assembly
To be on the safe side, $4,000 will be approved for General Assembly expenses.

Motion to approve P.O. to not exceed $4,000.  
Motion: Wyatt/ Second: Nayeli

5.2 Approve Key Policy
President and vice-president will take good care of the keys.

Motion to approve Key Policy.  
Motion: Wyatt/ Second: Nayeli

5.3 Oath of Office for New Officers
The following students will be appointed as Tony Pearce as Publicity Director, Caitlin Luke as Students Rights Advocate, and Cristian Pena as Secretary.

Motion to approve all of the mentioned candidates.  
Motion: Nayeli/ Second: Wyatt

5.4 Approve Money for MC Dance Concessions
We can use funds from the previous concessions budget, as we still have money left over.

5.5 Approve Clubs
No clubs to approve.

6. Informational Reports
6.1 Fiscal Report
Treasurer gave the fiscal Wyatt Coffman report
- General Fund $579.94
- ICC $18.62
- Student Rep. Fund $24,336.00
- Student Center Fund $295,936.00

6.2 Advisor Report
Made arrangements for the hotel to attend General Assembly.
Talked with the officer who presented the active shooter event a few weeks back and the officer will talk about safety and active shooter each for thirty (30) minutes. Will be on Tuesday, November 10th, in the little theatre from 12:30-1:30. Publicity is needed to put something together. Nayeli will work on a flyer. Also announce to instructors if they would like to bring their students.

Ketmani – Foundation transferred $5,000 into ASMC for food pantry.

7. Officer Communications-
Officer Reports:
Vice President: Alex Ruvalcaba – I split the Merchant Discount List equally for each of us to see if these vendors will like to continue working with our college. Please put this on the agenda in two weeks from now November 10th, to see where our progress is.
I will not be at next week’s meeting, because I will be traveling to Fort Bragg to meeting with the publishing club. They will have a guest speaker/book producer speak on what makes a book a book, on Tuesday, November 3rd.

Student Trustee: Nayeli Castaneda – Board of Trustee, Joe will be retiring. Her last meeting will be November 10th. We should get her a thank you card; she also served for 22 years.

8. Future Agenda Items-
Nayeli – add by-laws and inactive clubs.

9. Adjournment-
Motion to adjourn meeting at 6:09 pm.
Motion: Wyatt / Second: Nayeli