

ASSOCIATED STUDENTS OF THE COLLEGE OF ALAMEDA

Regular Meeting Minutes

December 1st, 2023 | 1:18 PM

In-Person Meeting Location: A building room A-149

Zoom Meeting Link: <https://us06web.zoom.us/j/94083675750?pwd=dEF3O0tVR1BDSnJmekZhWkkOMnJZZz09>

NOTICE IS HEREBY GIVEN that the *Associated Students of College of Alameda* will hold a **Regular** meeting on **December 1st, 2023 at 1:00 PM**. The meeting information is noted below. The ASCOA Council reserves the right to suspend the orders of the day if necessary to conduct business. All ASCOA Council meetings are held in locations that are wheelchair accessible. Other disability-related accommodations will be provided to persons with disabilities upon request. Persons requesting such accommodation should notify Natalie Rodriguez at nrodriguez@peralta.edu no less than three (3) working days prior to the meeting. The ASCOA Council will make efforts to meet requests made after such a date, if possible. Please contact the ASCOA Council Secretary for any agenda-related questions.

Meeting Participants:

President Natay Myers
VP of Operations Junhao (Jay) Ma
Secretary Erson Payopay
ASCOA Advisor: Natalie Rodriguez

Notes:

- Meeting called to order at 1:18 PM
- A motion was made to approve the agenda for today, the motion passes
- A motion was made to approve the minutes for the meeting on November 22nd, the motion passes
- After some discussion, it was decided that the best time to hold the Holiday Rest Stop event is on December 12th, after Tasty Tuesday
- The point of the event is for the students to relax and possibly get some studying in before their finals
- There can be holiday music in the background, board games, a Christmas Tree, and

there is the possibility of bringing dogs that the students can relax with during the event

- Jay takes up the offer of creating a flier for the event, which should preferably be made by Monday the 4th, or Tuesday the 5th
- In order to have snacks for the event, the board needs to create a food memo
- Natalie passes out a printout of the budget to help the board members decide the food memo
- A motion was made to create a food memo of \$10,000 for this year by moving \$7,000 from Fund 4999 (Unallocated Budget) to Fund 5106 (Events/Programs-Outside Prod) - the motion passes
- After further discussion of the event, it is decided that small snacks were best such as chips, cookies, granola bars, etc and that catering should be saved for bigger events such as Welcome Week
- An estimate of ~150 people for this event
- If a board member wanted to buy snacks on their own and be reimbursed, they cannot spend more than \$100
- A motion was made to set a budget of \$1,000 for this event, the motion passes
- A motion was made to move the fridge from the old meeting room to the first floor of the F building, the fridge can serve as a “grab-n-go” station for students with food insecurity, the motion passes
- Each board member discusses their availability for office hours and they are as follows:
 - Natay: Tuesday | 10:00 AM / 10:30 AM - 3:00 PM
 - Erson: Tuesday | 10:00 AM - 1:00 PM & Friday | 2:00 PM - 4:00 PM

- Jay: Friday | 10:00 AM - 3:00 PM
- The Umoja Club has submitted their constitution for review, it will be added to the next agenda
- The meeting room has now changed to A-149 and meetings will be held there until December 22nd, past that date it will be held at L-237 in the library
- It was recently found out that the board members have a bill of \$6,454.95 due to late fees and usage owed to a copier, a motion was made to use \$6,500 from fund 4999 to pay off that bill, the motion passes
- Natay has expressed interest in helping out the Toy Drive happening on December 12th, further discussion will be added to the agenda for next meeting
- The meeting is adjourned at 2:02 PM