

Associated Student Government

Minutes

Wednesday, March 8, 2023

4:00 p.m. Hasley Hall 137

Activity Board Meeting

[Teleconference Location:](#)

Members Present:

Sharika Shahid, Executive Vice President of Activities
Kimberly Lopez, Vice President of Activities – Valencia campus
Yan Jiang, Vice President of Activities- CCC
Ellie Wingo, Vice President of Inter Club Council
Hestia Sartika, Executive Liaison Officer
Erik Polanco, Officer of Marketing and Information
Katherine Tovmasyan, Public Affairs Officer
Chiao Chi, Cultural Student Involvement Coordinator I
Lijuan Zhu, Social Student Involvement Coordinator II

Members Absent:

Stephanie Smith, Officer of Equity
Caitlin Herron, Social Student Involvement Coordinator I

Others Present:

Robin Herndon, ASG Technician
Lynn Suh, ASG Activities Advisor
Joanna Kelly, CCC Advisor

1. General Business:

1.1 Call to order/Welcome/ Recognition of Quorum

Officer **Sharika Shahid** calls the Activity Board Meeting of the A.S.G. to order at 4:23 p.m. with quorum established and 5 ASG Officers present.

1.2 Announcements: CCC Event tomorrow at 5:00 and set up at 4pm

1.3 Approval of the ASG Activity Board Meeting of March 8, 2023

Motion: **Kimberly Lopez, Vice President of Activities – Valencia campus**

Second: **Lijuan Zhu, Social Student Involvement Coordinator II**

Record of Board Vote... 5 -0-0

1.4 Open Forum: none

2. Consent Calendar:

2.1 Approval of the ASG Activity Board Meeting Minutes from February 22, 2022

Motion: *Kimberly Lopez, Vice President of Activities – Valencia campus*

Second: *Katherine Tovmasyan, Public Affairs Officer*

Record of Board Vote... 5 -0-0

3. Regular Board Meeting Items:

3.1 **Action: Decorate Your Own Cookie! Event**

Motion: *Kimberly Lopez, Vice President of Activities – Valencia campus*

Second: *Katherine Tovmasyan, Public Affairs Officer*

Background: On April 13th, I planned to hold an event called Decorate Your Own Cookie! In this event, student will decorate their own cookie with colorful cookie icing, sugar sprinkle or chocolate chip. After they done with the decoration, they can put the cookie in the little gift bag. Each of gift bag can get a message card to let students draw or write message on it. They can bring back home or give others as a present.

COST: TBD

- Plan this event at the flagpole
- Anticipating about 60 students
- Discuss budget next week
- The event is 1-3pm

Recommendation: *Move to approve Decorate Your Own Cookie! Event*

Record of Board Vote...5-0-0

3.2 **Action: Therapy Dogs**

Motion: *Kimberly Lopez, Vice President of Activities – Valencia campus*

Second: *Katherine Tovmasyan, Public Affairs Officer*

Background: On Tuesday, March 28th from 1-2pm at the flagpole, we are going to be having Therapy Dogs back on campus right before spring break.

COST: N/A

- Therapy goats will be postponed until later in the semester.

Officer Hestia Sartika, Executive Liaison Officer, arrives at 4:36 pm

- You are allowed to pet these dogs.
- The different types of dogs are discussed.
- The organization varies with the different types of dogs.

Recommendation: *Move to approve Therapy Dogs.*

Record of Board Vote...5-0-0

3.3 Discussion: Therapy Dogs

Motion: *Kimberly Lopez, Vice President of Activities – Valencia campus*

Second: *Katherine Tovmasyan, Public Affairs Officer*

Background: As we proceed throughout the year and near Multicultural Day, I wanted to continue our discussion on how we would all collectively like to see the event play out.

Today's discussion:

- Budget
 - o Name of Vendor
 - o Do they accept corporate check?
 - o Do they deliver or will you have to pick it up yourself?
 - o Request their W-9 Form
 - o The item and the cost
 - o Due Date: March 23rd
- Expectations For Booths
 - o Please fill out the forms
 - o Previous year's Multicultural Day

COST: n/a

- Waiting on everyone to submit vendors.
- Vendor will have to accept a corporate check.
- In order to work with them, must obtain W-9 and cost anticipated.
- Please submit this information within two weeks on the 23rd
- Sending out the forms to complete for participants at Multicultural Day.
- A review of how Multicultural Day went last year.
- At Sharika's table, she had jewelry, pictures of events, assistance with translating words to English, foods that are cultural as well.
- Others tables included Karaoke, pictures printed out of different music, artists, words, or whatever best represents your culture.
- Still time to sign up and will reach out to everyone in ASG for interest.
- If you want a booth, you must complete the form.
- A vendor is optional not required for each table.
- If a vendor does not take corporate check, cannot work with the vendor.
- Request an invoice of the anticipated cost for the items.
- Then a check may be cut in the amount of invoice.
- Pictures printed out is sufficient for representing your culture.

-Sharika could not work with Walmart and corporate check because change may not be given.

4. Reports (Reports are limited to 5 minutes)

4.1 Officers Reports

4.1.1 **Director Reports-**

- 4.1.2 Executive Vice President of Activities- **Sharika Shahid**- nothing
- 4.1.3 Vice President of Activities—Valencia – **Kimberly Lopez** – event tomorrow
- 4.1.4 Vice President of Activities—Canyon Country –(**Vacant**)
- 4.1.5 Social Student Involvement Coordinator I—Valencia – **Caitlin Herron**- absent
- 4.1.6 Social Student Involvement Coordinator II—Valencia – (**Vacant**)
- 4.1.7 Social Student Involvement Coordinator— Canyon Country - (**Vacant**)
- 4.1.8 Cultural Student Involvement Coordinator I – Valencia – **Chiao Chi**-thank you for helping at her event today.
- 4.1.9 Cultural Student Involvement Coordinator II—Valencia – (**Vacant**)
- 4.1.10 Cultural Student Involvement Coordinator— Canyon Country- (**Vacant**)
- 4.1.11 Public Affairs Officer – **Katherine Tovmasyan** -none
- 4.1.12 Vice President of Inter Club Council- **Ellie Wingo** -For Powder Puff event at end of April, when will the item be due? Scheduling with other athletes so date is being determined. April 21 or May 5 is recommended anywhere between the dates. Should have item in on the 23rd of March. Budget may need to be approved soon.
- 4.1.13 Officer of Equity - **Stephanie Smith** - absent
- 4.1.14 Officer of Marketing and Information- **Erik Polanco**-none
- 4.1.15 ASG Technician- **Robin Herndon** – none
- 4.1.16 Advisor – **Joanna Kelly**- none
- 4.1.17 Advisor- **Lynn Huh**- none

5. Open Forum:

Kim's event reminder and flowers are in the kitchen.

6. Announcement of the Next Meeting- March 22, 2023

7. Adjournment (4:40p.m.)

Motion: *Kimberly Lopez, Vice President of Activities – Valencia campus*

Second: *Chiao Chi, Cultural Student Involvement Coordinator I*

Record of Board Vote: 5-0-0