ASI Concord Committee Meeting Minutes April 13, 2017

I. CALL TO ORDER at 12:01PM

II. ROLL CALL

Present: Erin Field, Fabiola Arnelas, Maria Isabel Bueso

Not Present: Jessica Lucas, Erik Pinlac, Reza Khorasani

Late: David Tom

III. ACTION ITEM - Approval of the Agenda

Motion to approve the agenda by Fabiola Arnelas, second by Maria Isabel Bueso, motion PASSED.

IV. ACTION ITEM – Approval of the February 23rd, 2017 Minutes

Motion to amend the minutes of February 23rd, 2017 business item 7 action item A to change the $3,000 amount to $2,000 by Maria Isabel Bueso, second by Fabiola Arnelas, motion PASSED.

Motion to approve the minutes of February 23rd, 2017 by Maria Isabel Bueso, second by Fabiola Arnelas, motion PASSED.

V. PUBLIC COMMENT – Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.

No Public Comment.

VI. UNFINISHED ITEMS:

A. DISCUSSION ITEM — Assignments of Roles

The Committee has two large events coming up Erin Field feels like it’s important to see who can take on certain tasks. Fabiola Arnelas chose to volunteer for Spring Hoorah by helping out with marketing the event and David Tom will search for a DJ. Maria Isabel Bueso will be in charge of the decorations.

VII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM — Meeting times

The committee discusses potential meeting times. This will come up as an action item next meeting so they committee will vote on times next time.
B. DISCUSSION ITEM—Professionalism/Etiquette Workshops and Banquet
The Committee will have a business formal banquet on May 11th from 4-6pm. Erin Field encourages the rest of the committee to be there and help out. The event is free, but if students do not show up they will be charged $20 on their student account. The expected capacity is 30 students.

24:47

C. DISCUSSION — Spring Hoorah
Erin Field spoke with Erik Pinlac to discuss the budget, and they were given a $2,000 budget for Spring Hoorah. Maria Isabel Bueso will be in charge of putting the posters up for the event and Fabiola Arnelas will help as well. The committee proceeds to discuss an issue with the Spring Hoorah shirt design; they feel as if it needs to be more colorful and festive. Erin Field will reach out to Katie in order to fix this issue.

34:18

D. DISCUSSION ITEM—ASI Event Forms
Erin Field noticed that for some of the events the committee hasn’t had any write ups. Erin Field wants Fabiola Arnelas to take notes in order to let the committee know what will be needed during these events and future events so planning can run smooth. Erin Field also wants feedback on Cocoa and Cram just a small report on: how many students were there, the snacks that students favored more, and how the event went in general.

42:55

VIII. ROUND TABLE REMARKS
David Tom wants to know if the committee amended the minutes.

IX. ADJOURNMENT at 12:45PM

Minutes Reviewed by:
Chair, Concord Campus
Name: Isabel Bueso

Minutes Reviewed on:
4-26-18
Date: