



EDMONDS COMMUNITY COLLEGE ASSOCIATED STUDENTS

Executive Board 2018-2019
Special Meeting
September 25th, 2018
3:55 p.m. – 5:00 p.m.
Brier 240

Minutes

I. Call to Order (3:55pm)

Jasmine Warner-Banks – Executive Officer for Diversity

II. Roll Call (3:55pm)

Wayne Anthony	Director of CSEL
Alice Duong	Executive Board for Academics
Dawson Shinnars	Executive Officer for Administrative Liaison
Zasar Jongpermwattanapol	Executive Officer for Budget & Finance
Marc Rayner – Payne	Executive Officer for Clubs
Luis Everhart	Executive Officer for Community Relations
Jasmine Warner – Banks	Executive Officer for Diversity
Edward Samudra	Executive Officer for Student Relations
Kevin Long	Executive Officer for Technology
Jackie Toteva	Assistant to the Executive Board
Qania Lihawa	Communication Assistant

III. Introduction of Guests (3:56)

1. Nomin Ulziisaikhan - Shadowing Zasar Jongpermwattanapol, Executive Officer for Budget and Finance

IV. Open Floor (3:57)

V. Approval of Minutes (4:00)

1. Approving September 11th, 2018 Minutes
 1. Board hasn't received the minutes of the meeting so they'll postpone the approval of the minutes to next week's meeting

VI. Correspondence (4:01)

1. Jasmine Warner-Banks
 1. Forwarded a message from an individual about speakers
 2. Reached out to Diana Bustos to schedule a meeting
2. Kevin Long
 1. Received an invite to attend the RAC (Resource Allocations and Capacity) meeting
3. Zasar Jongpermwattanol
 1. Received an invite to attend the RAC (Resource Allocations and Capacity) meeting
4. Qania Lihawa
 1. Reached out to John Frederickson (IT Support Technician & Purchasing Liaison for IT Equipment) and received quote for renewing Adobe Creative Cloud License.

VII. Reports (4:03)

1. Alice Duong
 1. Represented at the SET Art Committee First Meeting on September 14th
 2. Started the Student Selection Process for Stephanie Wilson Rothfuss' Tenure Committee
2. Marc Rayner-Payne
 1. Met with Dennis to discuss about the Club Room and it's progress
3. Jasmine Warner-Banks
 1. Briefly touched bases with Barbie-Danielle DeCarlo and Dennis Denman
4. Jackie Toteva
 1. Received an email from Brad Thomas thanking the Executive Board for sponsoring the 5K Walk and Run
5. Dawson Shinnors

1. Appointed Edward Samudra and Ro Boyce to participate in the Student Conduct Committee

VIII. Unfinished Business (4:05)

IX. New Business (4:10)

1. Reallocation of Housing Budget - Victoria Callahan (4:22)
 1. Victoria asks to change the \$200 Quarterly Orientation Weeks object code from EA 20 (Instructional Supplies) to EG 30 (Food). She further asks to change the \$200 Resident Assistant Programming object code from EA 00 (Supplies) to EG 30 (Food)
 2. Victoria further requests to change the \$2,500 Resident Assistant Fall/Winter/Spring Training object code from EA 00 (Supplies) to GD 40 (Field Trips)
 3. Zasar asks why food wasn't included in the budget last year
 - a. Victoria explains that last year was her first year so she wasn't fully familiar with her position
 4. Alice asks if the Programming account will struggle with a lower budget
 - a. Victoria highly doubts it, as she explains that 80% of the funds goes into food
 5. Edward moves to reallocate \$200 Quarterly Orientation Weeks from EA 20 and \$200 Resident Assistant Programming from EA 00 to EG 30
 - a. Marc Seconds
 - b. Discussion
 1. Kevin asks to clarify what money will be used for food and for what amount
 - a. Victoria states that funds used for programming will be used to cover food costs
 - c. Vote by Roll-Call
 1. Alice Duong Yes
 2. Dawson Shinnors Yes
 3. Zasar Jongperm. Yes
 4. Marc Rayner-Payne Yes

- | | |
|-------------------|-----|
| 5. Loren Everhart | Yes |
| 6. Edward Samudra | Yes |
| 7. Kevin Long | Yes |

d. Motion Passed (7-0-0)

6. Kevin moves to reallocate \$2,500 Resident Assistant Fall/Winter/Spring Training from EA 00 to GD 40

a. Edward seconds

b. Vote by Roll-Call

- | | |
|----------------------|-----|
| 1. Alice Duong | Yes |
| 2. Dawson Shinnors | Yes |
| 3. Zasar Jongperm. | Yes |
| 4. Marc Rayner-Payne | Yes |
| 5. Loren Everhart | Yes |
| 6. Edward Samudra | Yes |
| 7. Kevin Long | Yes |

c. Motion Passes (7-0-0)

2. Funding Request for Adobe Creative Cloud License Renewal - Qania Lihawa(4:14)

1. Qania requested \$225.40 for renewing a year-long Adobe Creative Cloud license that would allow the use of Adobe programs such as Photoshop, Illustrator, Premier, and 17 other programs
2. The license would allow the Communications Assistant to create graphics for a number of posters, social media posts, and as well as promotional videos that can promote the Executive Board and its goals to the Edcc students more effectively
3. Zasar asked Qania if the software from the license was used last year by the previous Communications Assistant
 - a. Qania answered that the programs within the license was primarily used by the previous Communications Assistant
4. Kevin asked if there was alternative programs that could be used for graphics
 - a. Marc replied that Photoshop is the most generally used by the Graphics team as well as in public, thus more resources for the Photoshop program would be available compared to an alternative program
5. Edward moves to allocate \$225.40 to fund an Adobe Creative Cloud License for the Communication Assistant

- a. Marc Seconds
- b. Vote by Roll-Call
 - 1. Alice Duong Yes
 - 2. Dawson Shinnors Yes
 - 3. Zasar Jongperm. Yes
 - 4. Marc Rayner-Payne Yes
 - 5. Loren Everhart Yes
 - 6. Edward Samudra Yes
 - 7. Kevin Long Yes
- c. Motion Passed(7-0-0)

3. Choosing a Member for the Art Selection for the SET Building Committee - Dawson Shinnors

- 1. Dawson is asking if anyone from the Executive Board is willing to participate in the Art Selection for the SET Building Committee
- 1. Alice explains that she was previously a part of the committee and has attended the first meeting, but wishes to leave the committee
- 2. Marc asks if the person who would be attending the committee should have a history with art or is at least familiar or fond with art
 - a. Dawson says that that it would be recommended for the selected person to be interested in art
- 3. Marc moves to act as a member for the Art Selection for the SET Building Committee
 - a. Dawson seconds
 - b. Board reached a consensus, Motion Passed

X. Announcements (4:55)

- 1. Qania Lihawa
 - 1. The website is updated with the information of the 2018-2019 Executive Board, including the page with photos of the board that is accompanied with a quote from each member.
- 2. Loren Everhart

1. The EdCC's voter registration is going to take place tomorrow September 26th, at the Welcome Back BBQ at the Courtyard

XI. Adjournment (4:56)

This document was signed on the _____ day of _____ in the year _____.

Presiding Chair Signature: _____

Advisor Signature: _____