



AUXILIARY SERVICES BOARD

December 12, 2016
1:00 p.m. DECATHLON ROOM
MINUTES

Committee Purpose: To oversee and disseminate Auxiliary Services funds.
Committee established per El Camino College Board Policy 3600.

I. Call to Order

The meeting was called to order by Greg Toya at 1:02 p.m.

II. Board Membership, Roll Call, and Introductions - Greg

Committee Members:

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|---|---|--|
| <input checked="" type="checkbox"/> Greg Toya (Chair) | <input checked="" type="checkbox"/> Sheryl Kunisaki | <input type="checkbox"/> Kristina Martinez |
| <input checked="" type="checkbox"/> Andrea Sala | <input checked="" type="checkbox"/> Chuck Herzig | <input checked="" type="checkbox"/> Josie Cheung |
| <input type="checkbox"/> Araceli Rodriguez | <input type="checkbox"/> Jo Ann Higdon | <input type="checkbox"/> Claudia Gonzalez |

Alternates, Support Staff, Guests:

- | | |
|---|---|
| <input type="checkbox"/> Janice Ely (alt. for J. Higdon) | <input checked="" type="checkbox"/> Rudi Lopez (Minutes recorder) |
| <input type="checkbox"/> Sophie Dao (alt. for J. Ely) | <input checked="" type="checkbox"/> Miriam Ifill (Accounting Support) |
| <input type="checkbox"/> Babs Atane (alt. for J. Ely) | <input type="checkbox"/> William Mulrooney (alt. for K. Martinez) |
| <input checked="" type="checkbox"/> Swapan Dighe (alt for A. Rodriguez) | |

Guests:

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III. Approval of the Minutes (November 28, 2016) and Agenda:

Motion made by Andrea Sala to approve the minutes and agenda as is, seconded by Chuck Herzig. Both motions passed.

IV. Budget:

Miriam Ifill presented the financials; Executive Summary, Expenses of Aux Services Special Request Account and income report.

V. Budget Request Process & Rubric:

Toya presented the ASB Initial Budget and Budget Augmentation Request Procedures and explained the changes proposed after meeting with Janice Ely and William Garcia. Added to the form included: A description of initial and budget augmentation and clarity about what is not funded by ASB requests. Initial Budget and Budget Augmentation forms were finalized and ready for distribution to ASB funded programs.

VI. 2017-2018 Budget Allocations

The committee discussed the 2017-18 fiscal year budget allocations. It was recommended that Athletics, Journalism and Fine Arts be funded at the 2016-17 augmentation level. Inter-Club Council (ICC) voted and approved to give back \$4,620 to the Auxiliary Services Budget. ASO has not voted to provide money back to ASB.

Motion made by Chuck Herzig to approve the 2017-2018 fiscal year funding for ASB programs at the augmentation amounts from 2016-17. **Seconded by Andrea Sala. Motion passed.**

ACTION: Toya and Rudi Lopez will inform ASB programs of their funding levels and send them information regarding the 2017-18 Initial and Budget Augmentation Request process.

VII. ASO: FLOWATER

ASO alternate Swapn Dighe discussed the Flowater contract and answered questions from the committee.

Andrea Sala suggested that the ASO sticker be added to the five hydration stations so students can be aware that the units were paid for by the ASO sticker purchase.

Meeting Adjourned at 2:00 p.m.