



## AUXILIARY SERVICES BOARD

February 13, 2017  
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:

- |                                                       |                                                     |                                                      |
|-------------------------------------------------------|-----------------------------------------------------|------------------------------------------------------|
| <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 type="checkbox"/> Chuck Herzig               | <input checked="" type="checkbox"/> Josie Cheung     |
| <input type="checkbox"/> Araceli Rodriguez            | <input type="checkbox"/> Jo Ann Higdon              | <input checked="" 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)     |

#### Guests:

- William Garcia    Berkeley Price    Lori Yamasaki    Daniel Berney

### III. Approval of the Minutes (December 12, 2016) and Agenda:

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

### IV. Budget:

Miriam Ifill presented the financials; Executive Summary, Expenses of Aux Services Special Request Account and income report. There is \$190,568 cash in the bank, \$300,000 in the county investment account, and \$59,098 has been transferred to the ASO as part of the income from the Fall 2016 sticker income. Inter-Club Council has transferred \$4,620 back to the ASB budget account. ASO has not voted to return any funds back to the ASB Budget. Special Request available balance is \$1,370 for the current fiscal year.

### V. ASO/ICC:

Claudia Gonzales updated the committee on Flowater Hydration stations and the locations where they are installed. Several questions were asked about the continued sale of water bottles and payment of the water bill. In addition, ASO is working to highlight that Flowater stations were purchased with ASB Income Sticker purchases by students, so that the student body is aware of the importance their ASB purchase.

Greg Toya informed the committee of an upcoming student leadership conference in Washington, DC where ASO advisors and several student leaders will participate.

A question was asked about ASO consideration of funding special request for funds applications that are referred by the ASB. ASO has debated the issue, and decided not to fund any requests, preferring the ASB to fund applications through its fund account.

**VI. Special Request Funding Presentation**

Daniel Berney, full time faculty of dance in the Fine Arts division presented his proposal for the upcoming American College Dance Association conference on the ECC campus April 6-9, 2017.

The request is for special flooring, a one-time request that includes rental and installation for theatrical dance classes to be used in the East Lounge of the Student Activities Center. The conference will bring to the campus undergraduate and graduate students from community colleges, Cal State and UC schools.

***Motion made by Andrea Sala to approve the funding request from Fine Arts for flooring for the ACDA conference for the full amount of \$xxxxxx, seconded by Claudia Gonzales. No objections. Motion passed.***

***Motion made by Andrea Sala to increase the Special Request Fund budget account by an additional \$10K for a total of \$#####, seconded by Josie Cheung. No objections. Motion passed.***

**VII. Budget Request Process Update**

Toya informed the committee that the departments and programs have been notified about the new process and forms. Several smaller programs have contacted him about requesting funds. The ASB website page will be updated with the new information, deadline and forms.

In addition, since there is no rubric for Special Request Funding proposals, the committee was asked to consider using parts of the rubric for Budget Requests to create a new SRF rubric that can be used to make decisions on proposals. It was agreed that the SRF rubric is a project for the next fiscal year for the committee to work on.

**VIII. Committee Member Update**

Toya informed the committee that Chuck Herzig has a class he is teaching during the monthly ASB meetings, and to consider either changing the hour of the meetings so he can attend or identifying a faculty alternate. It was agreed to identify a faculty alternate, and Kristie Daniel-DiGregorio will be asked to name an alternate for the committee during Chuck Herzig absence.

**IX. Next Meeting**

March 27, 2017. February 27<sup>th</sup> is a tentative date for meeting if Rene Lozano submits his Special Request for Funding proposal.

Meeting Adjourned at 2:05 p.m.