



Administrative Services - Area Council
April 25, 2017

PRESENT:

Luis Bonilla	Mike Dalton	√ Jo Ann Higdon	Valerie Wagner
√ Francis Baylen	√ Sophie Dao	Christine Kato	√ Lisa Webb
√ Dan Cahill	Ryan Elliott	√ Patrick Papetti	
Teresa Coulter			

Minutes from November 29 & March 28th were postponed.

1. Mt Sac relay was a lot of work, but attendees were pretty good @ trash, etc.
2. Administration move was accomplished. Ricoh printers and email are a challenge to install. Lots of end of year purchases.
3. Retro check for step 30 has been done on a separate supplemental.
4. Managers supplemental are this week.
5. Full-time faculty supplemental should be around 5th of this month.
6. Part-time faculty to follow by end of May (hopefully).
7. Bookstore closed for inventory Thursday and Friday. Blue books can be purchased via vending machine in Library.

Meeting adjourned at 9:30a.m.