Center for Student Success, 3rd Floor
College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904

ASCOM MEETING
MINUTES
(October 16, 2026)
12:30 p.m. – 2:00 p.m.

Order of Business

a. Call to Order: 12:30 p.m.
b. Roll Call:

OFFICERS	PRESENT	ABSENT
PRESIDENT **VLADISLAV VERBITSCHI**	X	
VICE PRESIDENT **SIRAWIT (MARC) CHANSATEIN**	X	
STUDENT TRUSTEE **HENRY GORAY**	X	
SECRETARY **MALISA NG**	X	
TREASURER **YANIS LOUAHDI**	X	
SENATOR – TECHNOLOGY **AMAANI CASSIM**	X	
SENATOR – ENVIRONMENTAL ACTION **JESSICA SCHIFFMAN** **(Proxy: BRIANA)**	X	
SENATOR – STUDENT ACTIVITIES & SERVICES **ANTHONY MENA**	X	
SENATOR – STUDENT ACTIVITIES & SERVICES **JAFF FEDE**	X	
SENATOR – PUBLIC RELATIONS & MARKETING **BRIANA GONZALEZ**	X	

SENATOR – PUBLIC RELATIONS & MARKETING **EMILIA ALIOTO**	**X**	
STATE STUDENT SENATE REP. **ISABELLA QUESADA**	**X**	
ESCOM REPRESENTATIVE	N/A	

ASCOM ADVISORS: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS: Sabrina Wallace, Dean Cotten

MEMBERS OF THE GENERAL PUBLIC: Aether Grgurina, Matthew Woytyeh, Gabriel Miller, Ferris Alvarez, Thomas Clare

c. Adoption of the Agenda: Marc, Anthony
d. Approval of the Minutes: Marc, Yanis

e. Public Comment

a. *This segment of the meeting is reserved for persons desiring to address the ASCOM Executive Board on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and ten (10) minutes per topic shall be observed. The law does not permit any action to be taken nor extended discussion of any items not on the agenda. The ASCOM Board or Members may respond briefly to questions or statements, however, for more information please contact the ASCOM President or Secretary to have an item placed on the next regular meeting agenda. (Brown Act 54954.3)*

Aether: Are the chargers for the EV cars going to be fixed?

Vlad: I'll get back to you on that.

I. New Business (Actions May Be Taken)

Motion: Marc, Anthony

a. Discussion/action to approve NTE $400 from acct.#7200 (Intrafund Club) to acct.#9575-66 to have "PUENTE" purchase food and supplies for a Halloween event, in collaboration with Mi Familia and International Club. Presentation by club members.
Motion: Marc, Anthony
Ferris: We're expecting about 40 to 50 people, since it's an open event and a collaborative event. Each catering thing is about 24 sliders, so each one is about 110, so we're going to do that. And then we're going to do small pastries, about $22. And then, International Club is going to cover drinks and costumes for the event. And then, I believe Mi Familia is going to do the prizes as well. Prizes being not gift cards and cash, but I think we discussed knickknacks from Target, Halloween themed.
Vlad: I just have a question. It seems like there's two learning communities and a club. Do you guys have a fundraising fund? Have you done any fundraising?

Ferris: I'm not too sure of it.
Marc: So, the $400 is just for PUENTE, International, and Mi Familia, just asking one time, right?
Ferris: Yeah, so the $400 was to cover our part of it, for our meeting, the PUENTE club, so the food.
Marc: Is this $400 going to cover the costume theme that the International Club is going to ask for too?
Ferris: No, so the $400 was just to cover the food and stuff.
Motion to Vote: Marc, Anthony
11-0-0 PASSES

b. Discussion/action to declare "Philosophy Club" as an official club and to award $100.00 in seed money from acct.#7200 (Intrafund Club). Need to create a new club account. Presentation by club members.
Motion: Henry, Jaff
Matthew: My name is Matthew Woytyeh, and I'm here on behalf of the Philosophy Club to request our official recognition as a College of Marin student organization, and the approval of the $100 startup allocation available to newly recognized clubs. Philosophy Club was created to provide a dedicated space for philosophical discussion and intellectual exploration. Our mission is to create a community around philosophy, foster greater appreciation of the subject on campus. Our leadership team consists of Gabriel Miller, to my left, President, Giselle Solis, our Secretary, Omar Morales, our Treasurer, myself, Matthew, ICC Rep., and John Marmish as our faculty advisor. The club will be meeting every Monday at 12:45 and will be open to all college students at room AC238. We believe that philosophy helps students develop interdisciplinary critical thinking skills that apply across disciplines, including STEM, business, social sciences, and humanities. Through discussion and debate, students will learn to analyze arguments, value redundance, communicate globally, consider diverse perspectives. This mission closely aligns with ASCOM's goals, promoting student engagement, leadership, communication opportunities for learning beyond the classroom. Our activities will include the weekly discussions, student-led presentations, campus dialogue, and outreach activities, such as "Ask the Philosopher." We've completed the requirements for club formation, including the Constitution, membership roster, elected officers, ICC representation, and faculty advisement. Therefore, we respectfully request one, our official recognition of the Philosophy Club as a College of Marin student organization. Two, the approval of the $100 startup allocation to support the recruitment of additional programs. We'd like to thank you for your time and consideration. And philosophy is not just about studying great thinkers, it's about becoming better thinkers ourselves. The Philosophy Club will provide students from every major with an opportunity to develop interdisciplinary critical thinking skills, engage in respectful dialogue, participate in their own intellectual in the life of college learning, and respectfully request ASCOM's recognition and support to people within the community.
Vlad: I have a quick question. What is "Ask the Philosopher?"
Gabriel: We have a form in with the student activities office to put on an event where we'll basically just have a table with a couple chairs. We'll have a poster that says, "Ask a Philosopher," and we'll hold it in a public space on campus. We're looking to do it in the AC Quad. And we'll basically just have people come up and ask any question to a member of the Philosophy Club, just to encourage discussion on the greater campus of philosophy and philosophical subjects.
Motion to Vote: Briana, Marc
11-0-0 PASSES

c. Discussion/action to approve NTE $1,300.00 from acct.#4500.04 (Event Supplies) to purchase supplies for Halloween Fest.
Motion: Marc, Isa
Amaani: We finished all of our lists and supplies, and the budget came out to around $1,300, and the majority of that went to the bouncy house and food. And then we also have activities.
Briana: The main activities we have are pumpkin painting, so we kind of have miniature pumpkins that people can decorate with paint or stickers. We plan to have a face painting area, so you can similarly decorate your face with markers, face painting kits, and temporary tattoos. The bouncy house is an inflatable obstacle course, so that's another activity to get people engaged, to be able to kind of race and compete to see who gets to the end first. And those are the three main activities that we have along with the food.
Marc: Where's the location?
Briana: AC Quad and grass.
Marc: What kind of food?
Briana: Pizza, as usual, and then to incorporate sweet treats for Halloween, there's going to be an ice cream bar. Nice. People come up, get a scoop of ice cream, and then add some gummies and sprinkles.
Marc: COM hour?
Briana: Yes, usual time, 12 to 2.
Marc: So, it's not conflicting with Mi Familia's Halloween Fest, right?
Briana: Mi Familia's happening at 5 p.m., right?
Amaani: Well, theirs is happening on Wednesday. Ours is on Thursday.
Briana: The costume contest is happening a little less than one hour right in the middle of our event. I don't think it's going to conflict too much. Since with our events, most of the traffic comes through at the beginning anyways.
Vlad: And you guys are able to do the jumpy house?
Amaani: Yeah.
Vlad: That's awesome.
Motion to Vote: Marc, Henry
11-0-0 PASSES

d. Discussion/action to discuss the Midterm Movement debrief. Presentation by event co-leads.
Motion: Henry, Briana
Emilia: This is our debrief on the Midterm Movement. Me and Yanis were the co-leads. This is just what we're going to talk about, so attendance, planning, what went well, what could have been done better, and advice for the future.
Yanis: For attendance, great turnout. We had about 100 students show up. We also had many different organizations pop up and say hi, and also some of them had tables like psych services and the campus PD, along with therapy dogs. So, we had a bit of everybody there to help out students in a time of such stress. And for planning, so Emilia and I, we reached out to the Humane Society with a volunteer form for anybody that wanted to come by and just bring their dogs and have fun with the other students. We reach out to COM's psych services for anybody needing some help. The athletic department as well, to set up the little soccer matches we had, and the volleyball net, along with some plastic baseball bats, so that was really fun to play as a team. We invited over the Campus PD. They had set up shop, they were there if anybody needed resources or help, questions on anything. And of course, you know, it wouldn't be an event without the pizza, so we had Mountain Mike's come over, and we had more than enough. We supplied everybody that came there. Some people came for seconds, and we were still able to accommodate them. So, food was good on that. Yeah, so campus PD was there, and they were kind enough to lend us two of their

coolers, to keep the Arizona iced teas all good. We had a nice selection. It wasn't just one drink, so people had choices as to what they wanted to get when they were there. And the maintenance team helped offer the tables and chairs. And of course, Briana made a beautiful poster.

Emilia: This is what went well. So, the day itself, it was really sunny, and the vibes were good. We were able to have 5 dogs during the entire event, which was a success, because I've known that in the past, it's been a struggle to actually have that amount of dogs for all two hours, and that's mostly thanks to the campus police, because they brought four of their dogs, which are right there, and we had one dog from the Humane Society. And so that was great. And then the giveaways, which is shown up there in the photo, were really popular, and we didn't have to spend any money on that. Those are all things that I just found in this room, and especially the mini COM notebooks, which I didn't even know we had, but a lot of people took those, which is great. I also came up with the idea of having Arizona iced teas instead of hot tea, which was literally a lifesaver because it was really hot that day, so that was a good thing. And then the overall cost was low, but the outcome was great, so it's always good to be able to save some money. And then we had plenty of participation from the board members during setup, during the event, and closing down, which made the event run really smoothly, and it wasn't stressful at all to organize.

Yanis: This was, I'd say, the most fun part of the event. People came all around, stepping in, playing games of soccer, games of volleyball. We also had that giant JBL party box. We played some tunes. People were having a good time. I mean, Jaff was on it, he was going crazy. Despite it being very hot, we actually played for a decent amount of time. It’s just fun to all be together, just playing and you know, just friendly little competition.

Emilia: Yeah, the sports part was just super popular, which was better than I expected, and I’m really happy about that.

Yanis: You can see some pictures over here. You know, those really sweet dogs that the Humane Society brought in, Vlad, Anthony, they were on the pizzas, the food. We made sure everybody came by and got something. And everybody that we asked to be there came by, nobody flaked. Iced teas all around. Had a little giveaway, people like that. I think that was an innovative idea for that event. And snacks over at the booths, like at the PD, so if anybody needs something extra, we didn't run low. Everyone was well taken care of.

Emilia: What could have been done better? So Yanis and I accidentally realized the event was three weeks out. We started planning through… it ended up being okay, and by one week to the event, we were all chilling. But it's always better to start five weeks before, because that's the rule, and it's even more chill if you do that. Stronger communication between co-leads. I think it's really important just to make sure each person knows what the other person's doing. Making sure that documents are looked over by both co-leads before sending them to Tea and Eloisa, so both co-leads agree and can make sure that the information is correct on the documents. And then establishing what each co-lead should take charge of individually. Again, just to make sure that the workload is spread out and even. And then advice for the future, I recommend putting in your calendar a reminder for the start of week five, so you don't end up starting three weeks to the event. And then I also recommend using the ticket system for pizza for all the events, because even an event that was kind of small, like this one, a good amount of people, they'll go to the pizza, they'll run towards the pizza, and then they'll run away. I was really urging people to go pet the dogs. And at the end of the day, there was a good amount of engagement. But just to make sure that there's even more engagement, I recommend the tickets.

Yanis: We want to thank everybody who came by to help. Whether it was setting up, unloading. Big shoutout to Anthony, Vlad, Emilia, Marc, Henry, everybody that came by to help us out, and Amaani, and we really appreciate all the help that it took. It is a laborious process to set everything up, take everything down, bring it all the way up here in little carts. But we made it happen. We didn't experience any significant interruptions during the event. I’d say nothing went wrong. It was alright.

Vlad: So, it seemed more therapy dogs did show up, right?
Emilia: Yeah, we had four from the police department and one from…
Vlad: Oh, those were police dogs? The labs? That's cool.
Emilia: Yeah, and then one dog, the small dog, was from the Humane Society. We did have another dog sign up from the Humane Society, but they had to cancel unexpectedly due to an injury, so that was kind of sad, but at the end of the day, we saw five in total, which was great.
Yanis: We went from having just one dog to five.
Emilia: We had one dog for one hour, like a week before the event, and then the meeting got decided. Like, four, almost five. It was great.

e. Discussion/updates on upcoming programs. Presentation by: All board members.
Motion: Anthony, Jaff
Briana: Well, I guess the Halloween event that's coming up, like I said before. The main things are the food, the craft activities, and the obstacle course. I'll be sending out the volunteer sheet. It's going to happen on Wednesday during the usual COM hour, so whoever's available during that time, I'm going to be there for half an hour, or half an hour or two before it starts, to set up. Mostly everything is done by now. Just need a couple forms.
Vlad: And then we also have the "In Honor of Indigenous Peoples" event coming up November 18th. We're at the five-week mark. We have the speaker coming, Tchtakwa, and I just got a response from Wahpehpah's Kitchen, they're the Native American restaurant that caters. Usually, during the powwow, they're not able to cater because they're booked for November, so I'm going to consult with my colleagues, and then work on finding another place to cater, and then we were also going to have the Graton Rancheria come speak. Dana, the Vice President, put me in contact with them. They said, "we're excited to come speak," and then I followed up with them, they didn't answer, and I followed up with them again, still no answers, so it might just be one speaker, but we can still introduce him. He's got a lot to talk about, so it'll still be a good event. And closer to time, if we could all just ask our professors, at least one professor, to stand up in front of class and encourage people to go, that way there's a good turnout, but that's still real long.

f. Discussion/action on budget report. Presentation by ASCOM Treasurer, Yanis Louahdi.
Motion: Jaff, Briana
Yanis: Last week, our total ending account balance was $73,093.18. Our two accounts that were affected were our office supplies and our intra-fund transfer club accounts. For our office supplies account, we deducted $180 towards purchase of candy, which is $110, and cleaning supplies, which we have that at $70. Current balance of that account is $2,220. Our next affected account is Intrafund Transfer Club account. We deducted $100 from that account to provide seed money to the Political Debate Club. And so the current balance is at $27,789.33. Our total ending account balance overall is $72,813.18, which is a negative 0.38% change of $280 from last week's ending total balance.

II. Standing Business (Actions May NOT Be Taken)
Motion: Marc, Henry

Officer Reports:

i. PRESIDENT REPORT:
Vlad: I completed my office hours, attended the College Council meeting, met with Sadika, I continued to meet regularly with all the board members, and will be attending the ICC meeting later today. On Thursday, October 15th, I met with some more representatives from the Redwood Credit Union via Microsoft Teams, to discuss potential

financial literacy workshop for students, and they're interested in helping, and I just said that's great, if you guys do help, let's just focus on not trying to open up accounts, but just actually trying to educate students, and from what they're saying, that's their intended purpose. They're wanting to join our meeting next Friday via Zoom, a few representatives, and they're just going to discuss what financial literacy workshops they can host, right? Building credit, avoiding fraud, applying for loans, and then at a later time, we can come together as a board and decide if we actually want to host them, right? It's totally up to us. And Sadika said that she's already been working with Leah, the Basic Needs Coordinator, on actually hosting workshops. So, if we do decide to do that, maybe the Basic Needs can be a sponsor for us to host one of these workshops. I continue to work with my co-leads, planning the In Honor of Indigenous Peoples event on November 18th. Like I said, our guest speaker is confirmed, working on the restaurant, ironing out the details. I'll be meeting with one of my co-leads today to discuss alternative catering options. Just a reminder, everyone, please avoid leaving food in the refrigerator for multiple days after our Friday meetings. Let's get a habit if you think that there's something left in the refrigerator, try to check and take it out. And, co-leads, in terms of upcoming events, just make sure that you're meeting with your co-leads, and that the workload is being shared fairly, and if it's not, hold each other accountable. And I know we're during midterm time, so with that being said, just keep that in mind, and it's okay if you need to focus on school, school comes first, right? You know, you can adjust your office hours, etc. Also, I'm going to check after the meeting, we have some suggestions, so if anyone wants to go over any of those with me, that'd be great. And if you have to adjust your office hours, please communicate that with the board, Sadika and Tea.

ii. VICE PRESIDENT REPORT:

Marc: I completed my office hours for this week. I showed students how to ask for funds in ASCOM, how the system works. I helped students renew their clubs. I had a weekly meeting with Tea. I had a weekly meeting with Vlad. I have to host the ICC meeting after this meeting. I cleaned the ASCOM room again, and I appreciate every board member keeping it clean like this, I appreciate that. Outside of ASCOM, I attended the AGS board meeting, HAPS board meeting, and helped organize the HAPS potluck event. And I'm going to do a physics project for physics club, and working on International Club too.

iii. STUDENT TRUSTEE REPORT:

Henry: I did half my office hours on Tuesday. I'll be doing the other half after this. I will also come to ICC meeting after this. I cleaned the ASCOM room on Tuesday evening. I attended the College Council Committee meeting yesterday.

iv. SECRETARY REPORT:

Malisa: I did all my office hours this week. I'm waiting to hear back from the people to approve me for the Citizens Bond Oversight Committee. I'm looking forward to Halloween Fest.

v. TREASURER REPORT:

Yanis: I went ahead and I updated the club accounts ledger to reflect the creation of the Political Debate Club, along with its $100 of seed money that went ahead and added to their budget. Now, I did speak with Tea to see if we are treating it as a separate club from the already existing Political Debate and Discussion club. And, we indeed are treating it as a separate club, despite the similar names. Additionally, I also collaborated with Emilia on the midterm movement presentation that we went ahead and presented today.

vi. SENATOR – TECHNOLOGY:

Amaani: I've completed my office hours for the week. I also did post on social media that Sadika wanted, and then I attended the event on Wednesday to take pictures and promote it, and I met with Briana and Anthony to work on things for the Halloween event. The bouncy house is confirmed, but I said I'd reconfirm today after this meeting, in case it didn't get approved.

vii. SENATOR – ENVIRONMENTAL ACTION:

Jess: I've completed all my office hours this week. Additionally, I am working towards getting a Zoom meeting set up between Revathy and the student environmental leaders on campus. Lastly, while I wasn't able to meet with Vlad and Briana to discuss event planning for the event, I trust them to have the week 5 meeting without me and loop me in once I'm back. Hope you all have a wonderful weekend.

viii SENATORS (2) – STUDENT ACTIVITIES & SERVICES REPORT:

Anthony: Balright guys, this week, I completed my office hours. I met up with Amaani and Briana. I want to admit that I think I should've done more. I'm going to start checking out with people with the 5-week timeline. I already know Vlad's on it. You already know it's 5 weeks out, good job. Yeah, that's pretty much it. Not much has happened for me this week. I had people come in, just ask the basic questions about clubs.

Jaff: I will be completing my office hours today, and also, I answered some questions about ASCOM. I feel like people don't know much about it.

ix. SENATORS (2) – PUBLIC RELATIONS & MARKETING REPORT:

Emilia: I worked with Yanis on the slideshow we just presented. I went to the event that was in the AC building. I also attended the Women of Color Cafe and listened in on some interesting insights the speaker had. They were going to do an activity about embroidering around a picture of yourself to represent how you feel about yourself in that picture. It was cool. And then I re-edited the poster with all our faces on it, like the board member poster, so Amaani's in it, and I turned that in to Eloisa, and then I also completed the Halloween Fest poster, and turned that in to Eloisa, and I did some of my office hours, I can complete them today.

Briana: I've been working with Amaani to get stuff done for the Halloween event. I completed my office hours on Monday and Wednesday, and I also attended a second meeting for the Technology Planning Committee.

x. STATE STUDENT SENATE REPRESENTATIVE REPORT:

Isa: I completed my office hours. I attended the Planning and Resource Allocation Committee meeting, and then two days ago, I got an email from the Region 3 Treasurer that there's some upcoming programs going on for SSCCC. There's the Fall Advocacy Academy, and then the Federal Advocacy Academy, and Region 3 can sponsor anyone or any student government members to go. The first one is in December. And there are these really cool programs just for leadership and connecting with other community college reps. So, if you're interested, just let me know. Region 3 can cover travel expenses and just being there.

xi. ESCOM REPRESENTATIVE REPORT:

xii. ASCOM ADVISORS REPORT:

Tea: Sadika is at IVC today for convening of leadership here, but I'm here on remote, and I'll be available if there's something that you need. Wanted to thank ASCOM for coming by, and also just the marketing and promotion that happened for our keynote speaker we had on Wednesday. We had a really engaged turnout for the afternoon. Thanks again for the board members who came by, and an evening session. And besides that, just a reminder to make sure that you understand the communications policies around notifying advisors. If you're going to be late or missing a meeting, and if you need to review that, I'm happy to meet with you next week to make sure that y'all have everything that you need. Besides that, great work, and let me know if there's anything that you need.

<u>Committee Reports</u>:

Motion: Marc, Briana

i. CITIZENS BOND COMMITTEE (Malisa) –

ii. COLLEGE COUNCIL REPORT (Vlad & Henry) –

Vlad: I attended the College Council meeting with Henry. I updated the Council on ASCOM's recent activities and success of our events, and as I was doing that, it was just a reminder of how well we have been doing in terms of turnout for events. We discussed online training opportunities for employees, and there's some more clarification on that later via email. We also did discuss the participatory governance PGS plan and ways to be updated and modified to better reflect current needs. One question a lot of people did have, including the staff, is what is the participatory governance plan? There'll be more discussion, about that. And, lastly, we discussed the closure of Dee's Cafe. Apparently, they weren't operating under a permit. They're no longer there. But it's good to know that there's going to be an alternative food option that's expected to become available within the next few months, that's sort of like a cafeteria, because I'm sure all of you know, Pink Owl, it has great food, but I find it that it doesn't have substantial meals like lunches, so hopefully that will be there, because I think it's really important for us to have meals.

Henry: The new service will be open, I think November 2nd, and they're going to be open every day. I think I would like to do something to spread advertisement for the new one, so more students are aware of it. I feel like one issue with Dee's is that people didn't really know about it, and the location was iffy. I tried to get them to get signs, but, like, and they did get signs, but, just, like, advertising to the students more, so they'd know about it, I feel like would be good.

iii. GOVERNANCE REVIEW COUNCIL (Emilia) – We were looking over what we're going to complete throughout the year, what is actually realistic to complete throughout the year. We were editing our responsibilities that the GRC has, because I think a lot of the other members believe that a lot of the responsibilities just were things that the individual committees could do themselves, because the GRC technically is the council that looks over all the other committees, making sure they're doing things ethically, and going through their processes in the correct way. Making sure that you're following PGS rules.

iv. PLANNING AND RESOUCE ALLOCATION COMMITTEE (Isa) –

v. EDUCATIONAL PLANNING COMMITTEE –

vi. FACILITIES PLANNING COMMITTEE –

vii. INSTRUCTIONAL EQUIPMENT COMMITTEE –

viii. PROFESSIONAL LEARNING COMMITTEE (Jess) –

ix. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE (Marc) –

x. TECHNOLOGY PLANNING COMMITTEE (Briana) – We discussed volunteers for people who want to act as chairs. We haven't decided yet, we'll have them next meeting.

xi. INCLUSION, DIVERSITY, EQUITY, & ACTION COMMITTEE –

xii. COMMUNITY HOUR COMMITTEE (Jaff & Anthony) –

xiii. ENVIRONMENTAL ACTION –

III. Communications from the Floor
Motion: Briana, Amaani

a. *This time is reserved for any member of the Board to make announcements on items that are not on the agenda. A time of limit of three (3) minutes per speaker and ten (10) minutes per topic shall be observed and the total time will not be extended.*

Amaani: I had an idea. Yesterday, I was just thinking about, like… MAPS had an event, and I've been seeing a lot of the learning communities having events in their rooms, not as large scale as Club Fest, like those kind of events, but more get to know the board a little bit, and I feel like, as Jaff was saying, sometimes a lot of people still have questions about ASCOM. I'm going to bring up the idea of maybe having a game night or something, in the ASCOM room, and it doesn't have to be at night, just a little event in the room where people can come by and get to know us, play some games, or even a movie or something.

Marc: How often are we reviewing the feedback box?

Anthony: We got to promote it too.

Vlad: I was thinking we could review it today.

Marc: After the meeting?

Vlad: Yeah, and on what you said, promoting it, we have a flyer, but I do think we should promote it more. I know word of mouth is always a good thing.

Anthony: You mean just the social media, or just straight up? Like if we had these sandwich boards permanently here. What if we just get a sandwich board?

Emilia: A third one?

Anthony: Yeah, why not? Hey, we got it, we're going to use it. We might as well just… "Have suggestions for the school, or for ASCOM?" and have the arrow pointing at us. It doesn't have to be anything fancy.

Vlad: Yeah, okay, so yeah, maybe right after the meeting, we can just we can talk about those 2 things.

IV. Public Comment

a. *This segment of the meeting is reserved for persons desiring to address the ASCOM Executive Board on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and ten (10) minutes per topic shall be observed. The law does not permit any action to be taken nor extended discussion of any items not on the agenda. The ASCOM Board or Members may respond briefly to questions or statements, however, for more information please contact the ASCOM President or Secretary to have an item placed on the next regular meeting agenda. (Brown Act 54954.3)*

Gabriel: I have a question that might be best directed towards the treasurer. What is the proper procedure for a club like ourselves who just received the seed funds?

Yanis: Yeah, so once you receive it, I'll go ahead and put in your club accounts, and then once it's there, it's there.

Gabriel: And what's the process for accessing your club accounts?

Yanis: If you want to make a purchase from your club account, you can submit to us a budget breakdown of what you want to use the money for, and then we'll go ahead and make it happen, but I think we can… is it Sadika that can also…

Anthony: For small purchases, if you buy out of pocket and just keep an official receipt, you can then just show… I think it's Eloisa who handles that. You can go to her, show her the receipt, and then we'll reimburse you, if it's something small, let's say, like, 20 bucks. But if it's something bigger, and you don't want to spend that money on it, then you go to Eloisa, and you show her the receipt of before you spend it, and be like, this is how much money we need for this, and then she'll buy it for you.

Tea: I want to just chime in here just to make sure there's… it's a really specific process for that. I definitely recommend setting up a meeting with Eloisa beforehand to make sure that you know in advance, because even though you may have money in your account, it needs to be listed in the minutes for your meeting and signed by your officers, if somebody's going to be reimbursed, if there's going to be something purchased, so it's really important to follow and to know the specific procedure to make sure that you're able to make sure that the funds are used, so definitely, the first thing I would recommend is setting up a meeting with Eloisa. There's an email of her contact info on the outside of her door, or emailing studentactivities@marin.edu. Make sure that you know the process in advance, so that you have all the information you need to make sure the reimbursement goes smoothly, and that the purchases can happen without any cost to any of the students.

V. Adjournment: Anthony, Briana 1:20 p.m.

ASCOM President **ASCOM Advisor**