



WESTERN NEVADA COLLEGE

Associated Students of Western Nevada

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ASWN Meeting Minutes	DATE: 3/03/2020	LOCATION: Dini 105
Members Present	Executives: Gabrielle Clark (President) Julia Cruz (Treasurer) Jennifer Sanchez (Secretary) Senators: Desirae Blunt-Lamkey Addison Fredeen Donnell Dike-Anukam-tardy Maria Ramirez Bradford Adams Leo Chase Faculty Advisor: Heather Rikalo	
Members Missing	Representative: Hailey Benson	
Guests	Michael Robinson	

Agenda Topic	Call to Order
Action Taken	Call to order at 2:35 P.M. - roll call was taken
Summary of Discussion	None
Assignments/Potential Agenda Items	None
Comments/Information	Most ASWN members are present

Agenda Topic	Public Comment
Action Taken	None
Summary of Discussion	<ul style="list-style-type: none">Gabrielle introduces our new guest Michael Robinson who could be a potential Senator for ASWN.
Assignments/Potential Agenda Items	
Comments/Information	

Agenda Topic	Treasurer's Report
Action Taken	None
Summary of Discussion	<ul style="list-style-type: none"> Heather explains in detail the budget report and answers any questions ASWN may have.
Assignments/Potential Agenda Items	
Comments/Information	<ul style="list-style-type: none"> <u>Information & Discussion:</u> <ul style="list-style-type: none"> <u>Heather:</u> <ul style="list-style-type: none"> Gives a brief explanation of ASWN's budget report, explaining how much money we have spent the last few years and how we obtain our money. ASWN obtains money from different fee distributions. The negative numbers in our budget report are 50 cents from students who withdrew from classes. Ex. Total: -\$42.99, Source: Manual Journal, Description: October Fee Distribution FY20 Hosting Accounts are only for food related expenses. <u>Expenses:</u> About \$10,000 approved by ASWN on 2019-2020 term. The reconciled category on all expenses means it has been paid for. Encumbered expenses are held from overall expenses (\$9,362.61) till paid for. The amount of money approved at meetings cannot be exceeded or else the expense cannot be made at all. Encumbered budget (About \$650.00) approval for new Brita Filters will become reconciled. <u>Scholarships:</u> ASWN from 2019-2020 term approved \$3,000 to be funded through the foundation. That is for Fall 2019 and Spring 2020 semesters. The money was never transferred to the foundation, but the money was awarded to students. The money is still in the budget (\$1,500 left to fund). However, the foundation is requesting again the money for Fall 2020 and Spring 2021 scholarships, and ASWN from 2020-2021 term will approve it in order to fund that money for 2020 Fall - 2021 Spring semesters. This money will become encumbered once approved and eventually become reconciled. <u>Clubs:</u> Their funds are encumbered till they have their own account for ASWN to transfer the money. <u>Nacho Bar:</u> Total spent (\$900) out of the \$1,000 that was approved. This will be changed by Julia the Treasurer and will become reconciled.

Agenda Topic	Approval of Minutes for 2/18/2020
Action Taken	Agenda item is tabled by Addison with the agreement of all ASWN members as corrections need to be made.
Summary of Discussion	The minutes for 2/18/2020 will become approved till the next meeting on 3/10/20
Assignments/Potential Agenda Items	
Comments/Information	<ul style="list-style-type: none"> • <u>Corrections:</u> <ul style="list-style-type: none"> <u>Desirae:</u> <ul style="list-style-type: none"> - Correction in the agenda topic for the approval of Leo Chase to be considered by the Senate as Senator. The name of the Senator was mistaken by another Senator. Corrections were made. - In the agenda Maria Ramirez leaves the meeting three minutes after the meeting had started and all the voting had been made. Correction: Maria leaves 18 minutes after the meeting and all the voting. <u>Heather:</u> <ul style="list-style-type: none"> - Correction in agenda item: Approval to charter the Word Syndicate Club for the remainder of the 2019-2020 term. - All minutes should include all agenda topics even if not discussed or the speaker is not present. - The chartered club's name was mistaken by another club. Corrections were made. <u>Gabrielle:</u> <ul style="list-style-type: none"> - Agenda item: Budget for 2020 ASWN Awards and Appreciation Banquet. Correction made in the commentary of "Need to <u>be</u> flexible with awards"

Agenda Topic	Michael Robinson to be considered by the Senate as Senator for the remainder of the 2019-2020 term
Action Taken	<ul style="list-style-type: none"> • Bradford motions to approve Michael Robinson as a Senator for the remainder of the 2019-2020 term. • Leo seconds • Motion passes 5-0-0
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	<ul style="list-style-type: none"> • <u>Information & Discussion:</u> <ul style="list-style-type: none"> <u>Desirae:</u> <ul style="list-style-type: none"> - Question #1: "Who interviewed him?" <ul style="list-style-type: none"> - Response from Heather and Gabrielle. Both interviewed Michael. - <u>Bradford:</u> "He is the President of the Veteran Resource Center." - Question #2: by Desirae: "Why do you want to be a part of ASWN?"

	<ul style="list-style-type: none"> - Response from Michael: “I feel like there's a lot of veterans who don't know all the resources that are available to them, and I want to be a voice to them so that way they know what they've earned and help them get their Degree done.” - Desirae: “Okay, what about other students?” - Response from Michael: “For our Vet Center, we have opened it for everybody and were continuing to spread that awareness. We're also doing a food pantry.” - Heather believes that Michael wants to spread the word to all the Veterans Service Center members what ASWN does for the WNC campus. That way, more people become involved. - Gabrielle believes this can help improve the Vet Club as well as the campus as a whole. - Heather: “This could be great diversity”.
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Agenda Topic	Approval to charter the Fallon History Club for the remainder of the 2019-2020 term
Action Taken	<ul style="list-style-type: none"> ● Addison motions to approve the charter of the Fallon History Club for the 2019-2020 term. ● Bradford seconds. ● Motion passes 6-0-0
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	<ul style="list-style-type: none"> ● Information & Discussion: ● Heather gives a brief description of what the Fallon History Club consists of. ● The History Club is using their old club statement. <ul style="list-style-type: none"> - Online statement from the club on the WNC website needs modifications. ● Desirae explains that the History Club contributes to multiple Fallon events.

Agenda Topic	Approval to charter the LGBTQIA+ Alliance Club for the remainder of the 2019-2020 term
Action Taken	The agenda item is tabled for the next meeting on 3/10/20.
Summary of Discussion	The club has not provided all the information needed to become approved.
Assignments/Potential Agenda Items	
Comments/Information	

Agenda Topic	Budget for ASWN Scholarships through WNC Foundation for 2020/2021 Academic term in the amount of \$3,000.00
Action Taken	<ul style="list-style-type: none"> Bradford motions to approve the budget for ASWN Scholarships through WNC Foundation for 2020/2021 Academic term in the amount of \$3,000. Addison seconds. Motion passes 6-0-0.
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	<ul style="list-style-type: none"> <u>Information and discussion: Heather</u> <ul style="list-style-type: none"> Will become approved for Fall 2020 and Spring 2021. When it becomes approved, it will appear on the Treasurer's report as encumbered and then reconciled. Heather readdresses last year's issues (2018-2019) with funding the scholarship money. Question from Gabrielle: "How does this look in terms of our Awards and Appreciation budget?" Response from Heather: "This has been done in the last six years ago or more" and wishes to continue. Gabrielle: "Our budget should be fine" and Heather agrees.

Agenda Topic	Budget for 2020 ASWN Awards and Appreciation Banquet
Action Taken	None.
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	<ul style="list-style-type: none"> <u>Information and Discussion: Heather</u> <ul style="list-style-type: none"> Total Budget: \$5,200, for a total of 150 people. Venue budget: \$5,000, all other charges are on food. \$28 per person. Awarding Guests: Can bring one person for free and all others will be charged \$25. <u>Bradford:</u> <ul style="list-style-type: none"> is concerned about ASWN budget after the expenses of this banquet including the scholarship funds. <u>Gabrielle:</u> <ul style="list-style-type: none"> The number of awards were finalized on ASWN's programming meetings which are every Friday. Total of 28 awards.

	<ul style="list-style-type: none"> - Heather: - The invitations will not be foiled. - The Awards and Appreciation Banquet invitations are finalized, and have been ordered. - The invitations were purchased from a different account.
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Agenda Topic	Budget for ASWN swag items for the remainder of the 2019/2020 term
Action Taken	None.
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	<ul style="list-style-type: none"> • <u>Information & Discussion: Heather</u> <ul style="list-style-type: none"> - ASWN will purchase inexpensive swag items for events with ASWN logo to let students know who we are and who is hosting the event. - Swag items website: 4imprint.com - All ASWN members should go to the website and choose their best top five inexpensive swag items for future events and report back the items on the next meeting for 3/10/20.

Agenda Topic	Budget for Student Planners for 2020/2021 term
Action Taken	None.
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	<ul style="list-style-type: none"> • <u>Information & Discussion: Heather</u> <ul style="list-style-type: none"> - UNR has a very helpful planner for their students with their campuses map along with a handbook of other valuable information. - ASWN wants to follow UNRs planner design for WNC students. - Estimate for Planners Budget: - \$3,000 for planners last year (2019). - About \$4,000-\$5,000 for new and improved planners for this year (2020). - Desirae: - Fallon has enough planners and was satisfied with 2019-2020 planners. • Maria leaves the meeting at 3:42 P.M.

Agenda Topic	Committee Reports
Action Taken	None.
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	<ul style="list-style-type: none"> • <u>Heather & Gabrielle: College Council Committee</u> <ul style="list-style-type: none"> - The Paramedic Club fees were discussed. - A year of classes and a semester of ride alongs. - A total of four semesters. - \$70 a credit as a differential fee, meaning no other lab fees will be added. - 18 credits a semester. - There will be a ride along fee. • <u>Julia: Budget Committee</u> <ul style="list-style-type: none"> - Requests for new renovations are discussed. - Possible new faculty members are sometimes discussed. - No new positions were funded. - Public Information Officer (PIO)- want to make it a permanent position. • Heather assigns Donnell to the Accreditation Committee.

Agenda Topic	Advisors Report
Action Taken	None.
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	<ul style="list-style-type: none"> • Heather: <ul style="list-style-type: none"> - Wishes to have another training day with the ASWN members and wants to bring in guest speakers from different WNC departments. - Purchased binders to organize all ASWN documents. - Is leaving with Gabrielle to Las Vegas for the Board of Regents meeting. - One ASWN position is still vacant. - Some changes to the ASWN website will be made. Some last sound checks will be made for the podcast room to be used. There will be a link where students can sign up to utilize the podcast room. - The Game Room will have a virtual reality (VR) space with earphones and a platform. Another thing will be an E-sport lounge.

	<ul style="list-style-type: none"> - Heather will move to an office in the ASWN room next to the podcast room, where the food pantry will be located. - Northern Nevada Food Bank will be helping the WNC campus (Carson and Fallon) run the food pantry. - An opportunity to accept a grant for a breastfeeding room for moms on campus was brought to Heather. There's an available office space in the Fitness Center that connects to the bathroom. There will be soundproof walls, TV's, chairs, a fridge, etc. Anything that will accomodate moms and their babies.
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Agenda Topic	Old Business
Action Taken	
Summary of Discussion	There is no old business.
Assignments/Potential Agenda Items	
Comments/Information	

Agenda Topic	New Business
Action Taken	None.
Summary of Discussion	<ul style="list-style-type: none"> ● Desirae: <ul style="list-style-type: none"> - The Fallon Campus is hosting an event for the Holiday of Saint Patrick's Day, where they are hiding golden coins and numbering them from one to three. Depending on the number on the coin that the students find, they will get a special gift. They also wanted to purchase photo backdrops and post them around campus with props available. - Budget: \$300 - Heather: Will make sure the budget for this event is included for next meeting 3/10/20 to become approved and approves this budget in advance as the event needs these items as soon as possible. ● Heather: <ul style="list-style-type: none"> - Jeffrey Downs wants to create an ASWN video and wants some members to willingly become a part of it and speak on their behalf of what ASWN is and what it does to contribute to the campus and its students. - More will be discussed next meeting 3/10/20.
Assignments/Potential Agenda Items	
Comments/Information	

Agenda Topic	Public Comment
Action Taken	None.
Summary of Discussion	There is no public comment.
Assignments/Potential Agenda Items	
Comments/Information	

Agenda Topic	Adjournment
Action Taken	The meeting is adjourned at 4:16 P.M.
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	