**Student Government Association Minutes**

September 29, 2015

1. ROLL CALL: Ashley Deleon was absent
2. APPROVAL OF MINUTES FROM September 22, 2015: Minutes were approved.
3. PRESIDENT’S REPORT: *Evelyn Dina*
4. Hi everyone and welcome back. I am so happy to finally be able to talk to a full senate. Tonight we have Dr. Carlton Pickron, the Vice President Of Student Affairs, to welcome you all back here tonight. Welcome Carlton.
5. **Dr. Carlton Pickron**: Thank you for that wonderful, rousing applause. Welcome back; welcome all the newbies out there joining our prestigious group here. It’s good to see many more in seats tonight. From the offices of the Dean of Students and Vice President of Student Affairs, we welcome you back to coming into fall session of SGA,
6. I’m going to send around a trinket so take one if you do not already have one. It’s a sense of pride to wear this item on your jacket, blouse, whatever it may be, but typically in a more dressed up occasion.
7. We opened our doors and started educating student in Barre, MA on September 4 1839. Take pride in your history. The motto of our institution was established by students in 1969, the faculty and staff joined students. The motto is ‘knowledge seeks wisdom and merit’. With your pride for your institution, I want you to know where we come from, who we are as a institution and to be proud of that information.
8. It’s a pleasure to speak with you; I’ll turn it back to your dynamite dynamic president.
9. Thank you Dr. Pickron for taking the time to come and welcome back the senate.
10. I move to accept the Class of 2019 and Hall Council election results for the 2015-2016 Academic year. Motion carries
11. I move to appoint Allison Bancroft as the Representative to Senate for the Student Athletic Advisory Council for the Fall Semester. Motion carries.
12. I move to appoint Lezlie Campbell as the Commuter Council President for the 2015-2016 Academic year. Motion carries.
13. The next important item we need to take care of is selecting our Parliamentarian for the year. The parliamentarian sits up at the end of the table here with the Executive Council and implements Robert’s Rules of Order to make sure that we are running the meeting correctly. They also serve as chair for the Rules and Regulations Committee. The Rules and Regulations Committee typically meets after SGA and not only works with our constitution through reviewing new bylaws and amendments, but also helps establish new clubs and review the constitutions of existing clubs on campus within a three year cycle. In order to select a parliamentarian we will accept nominations and then we will vote by paper ballot. I am now opening the floor to accept nominations for the Parliamentarian.
14. Rose Ferraro and Ryan Losco were nominated and accepted the nomination.
15. I move to appoint Ryan Losco as the Parliamentarian for SGA for the 2015-2016 academic year.Motion carries.
16. Next we will need to form the Rules and Regulations Committee. It has been common practice that the meetings are held after SGA meetings are over. We will need one student from each class to sit on the committee. Students from each class will be able to nominate another student fromt their respective class only. For voting, you may only vote for the students in your respective class.
17. The Senior Class, Class of 2016, please raise your hand and notice those in your class. Those in the senior class please be recognized to receive a piece of paper to vote on whom will represent your class on the Rules and Regulations Committee.
18. I move to appoint Sara Palis as the Representative for the Senior Class to the Rules and Regulations Committee for the 2015-2016 academic year. Motion carries.
19. The Junior Class, Class of 2017, please raise your hand and notice those in your class. Those in the senior class please be recognized to receive a piece of paper to vote on whom will represent your class on the Rules and Regulations Committee. Andrew Morin and Jon Cubetus were nominated and accepted the nomination.
20. I move to appoint Andrew Morin as the Representative for the Junior Class to the Rules and Regulations Committee for the 2015-2016 academic year. Motion carries.
21. The Sophomore Class, Class of 2018, please raise your hand and notice those in your class. Those in the Sophomore Class please be recognized to receive a piece of paper to vote on whom will represent your class on the Rules and Regulations Committee. Brendan McKee, Maddie Creamer and Christian Capalbo were nominated and accepted the nomination.
22. I move to appoint Maddie Creamer as Representative for the Sophomore Class to the Rules and Regulations committee for the 2015-2016 academic year. Motion carries,
23. Maddie Creamer was voted in as the Representative for the Sophomore class to the Rules and Regulations Committee.
24. The First Year Class, Class of 2019, please raise your hands and notice those in your class. Those in the senior class please be recognized to receive a piece of paper to vote on whom will represent your class on the Rules and Regulations Committee. Marcus Debako was nominated and accepted the nomination.
25. I move to appoint Marcus Debako as the Representative for the First Year Class to the Rules and Regulations Committee for the 2015-2016 academic year. Motion passes.
26. I wanted to remind everyone about the Westfield Sate Homecoming that will be held on October 17 from 12:00 pm until 5:00 pm in the Alumni Field. This event is for students over 21 and the Alumni association is working hard to get most of the Senior Class to attend. Homecoming is free for students to attend. For those under 21 and looking for an awesome unit opportunity, Tom Convery of the Alumni Association is looking for volunteers to help out with the event. He is hoping that underclassmen will get to experience homecoming through volunteering and get a sense of what the event will be like when you can attend as seniors. This will count as a unit opportunity and you can get one unit per hour for your units in October. I will send around a sign-up sheet where you can put your name and email and Tom Convery will reach out to you to coordinate volunteer times.
27. I would also like for you to take note that the Washington Internship Program is hosting academic seminars about this awesome internship opportunity tomorrow, September 30 at 1:30 pm and 2:30 pm in the Owl’s Nest. I’ve attended one of the seminars interested in the internship myself, and it us a really unique opportunity for students. If you are interested in spending a semester in Washington D.C., or even thinking about it, please consider attending.
28. Just a reminder for those of you who have not completed the mandatory Haven Sexual Assault online course, please do so before the deadline of October 31 so that you can waive the $50.00 fee. This is really important information so, be sure you complete it.
29. **Maddie Creamer**: I’ve been hearing a lot from different people that part two of Haven is mandatory for returning students. Is that true?
30. **Evelyn Dina**: Part two is not mandatory to waive the fee. It is strongly encouraged that you return after 45 days to complete part two. It will not make a difference with the fee, but it’s really important information to know.
31. **Andrew Morin:** Just to be sure, you only have to do part one to register for classes in the Spring, correct?
32. **Evelyn Dina:** Yes, part one is the only mandatory part you need to complete for Haven. They will put a hold on your account if it is not completed, so you will not be able to register.
33. We are holding our new senator orientation after the meeting. There will be pizza and cookies for everyone and I’m kindly asking that all returning senators please stay for a refresher and to show some support for our new representatives.
34. Items not listed on the agenda.

1. BOARD OF TRUSTEES’ REPORT**:** *Justin Connolly*
2. Welcome back to those returning, and hello to the new faces. It is a pleasure to meet you. My name is Justin Connolly, I am a senior here studying Communications with a concentration in Public and Corporate Communications and I am your Student Trustee. My job within the Student Government Association is to voice the concern of students and represent the opinion of the student body with the University’s Board of Trustees. Additionally I oversee the Representatives at Large along with the Vice President of Academic Life for SGA, Jon Cubetus, which sit on the Universities critical governance committees. I also coordinate a trip to State House in Boston along with other civic engagement initiatives.
3. To mirror an email that had been sent out to the students last week regarding the presidential search: the final three candidates will be invited to campus for open forums and for interviews with the Board of Trustees. Please save the following dates for campus visits to take place: Candidate one on Monday, October 5, and Tuesday, October 6, Candidate two on Tuesday, October 13 and Wednesday, October 14, and candidate three on Thursday, October 15 and Friday, October 16.
4. There will be a student forum for each candidate, which we are strongly looking for SGA’s presence at these forums; which will take place on the first day of the candidates visit at 2:15pm to 3:15pm. It is so important to have a student presence at these forums, to ask questions, and to get your personal feel of who is right for the position. I want to share the information with the Board for when it comes time to choose our next president.
5. After the campus visits, the Board of Trustees shall meet to select a final candidate whose name will be presented to the Board of Higher Education for approval.
6. All University Committee**: No Report**
7. Neighborhood Advisory Board**: No Report**
8. VICE PRESIDENT’S REPORT-STUDENT LIFE**:** *Matthew Carlin*
9. Hello everyone, for those of you who do not know me, I am Matthew Carlin, Vice President of Student Life. I am responsible to be a liaison to a multitude of departments including but not limited to Residential Life and Student Affairs. I am the chair of the Student Affairs Committee and speaking of I am always looking for interested students for the committee. If you are interested or already have expressed interest please see me after the meeting. Members of the Parking Control Board please see me after the meeting. If anyone is interested in serving as a member of Parking Appeals, please see me after the meeting.
10. Student Affairs Committee**: No Report**
11. Multicultural Committee**: Ivana McGlinchey**
12. Diversity and Inclusion will be meeting this Thursday, October 1 in the Unity Room at 5:00pm**.**
13. The upcoming events for this week will be filming of Cesar Chavez this Thursday, October 1 in the Owl’s nest at 6:00pm**.**
14. This Thursday, October 1 in the SGA Club Room E021 the Black Student Union will be hosting a discussion topic on: What is the black image?
15. Food Services Committee**: Andrew Manchino**
16. Hi everyone, Welcome to tall new and returning senators, it’s great to have you here. I’ve got a few updates for you guys.
17. The Dinning Commons will have another Farm Stand again on October 16 outside of the Dinning Commons.
18. Global Chief Andrei Brunner is coming for dinner on October 15 and lunch on October 16. He is from the Netherlands so he’ll have his native countries foods for you, so stop by.
19. This Thursday, October 1 is World Vegetarian day so check that out.
20. Apples are no longer out in the open due to new FDA regulations Apples would have to be individually wrapped or use tongs from a bowl like we have. A lot of people have wrote about this issue with the Panini Press. It keeps breaking because the people who use it aren’t shutting it off.
21. The MyZone microwave is only for the MyZone foods please be courteous because you could kill someone.
22. If you want to join the committee please see me after the meeting.
23. **Shannon Cullinane**: Where is the button on the Panini maker?
24. **Andrew Manchino**: It’s on the front, you can hit time increments to use again which resets the machine.
25. **Jon Cubetus**: What is the status of the red apples?
26. **Andrew Manchino**: I’ll bring it up at the next committee meeting.
27. **Evelyn Dina**: Are the juice machines on the left side fixed yet?
28. **Andrew Manchino**: Yes.
29. Our next scheduled meeting is October 6 at 4:00pm in the Tekoa Room.
30. Health Committee: **No Report**
31. Parking Control Board: **No Report**
32. Student Athletic Advisory Board: **No Report**
33. Substance Advisory Committee: **No Report**
34. Community Relations/Fundraising Report**: Marissa Cremin**
35. Hey everyone. Welcome. For those of you who don’t know me, my name is Marissa Cremin and I am the Community Relations/Fundraising Representative. I have a few things to tell you about tonight.
36. The Run Stanley 5K trail race/walk is this Sunday, October 4 over at Stanley Park. The kid’s fun run starts at 10:30am and the 5K trail race starts at 11:00am. The event supports the Stanley Park Wildlife Sanctuary. They are looking for some student volunteers and you can sign up online at runstanely.com/volunteers if you’re interested. Each hour spent volunteering counts as a unit and Jacob Lotter will get the list of names from Vanessa Diana who is coordinating the event. You can volunteer for up to four hours.
37. A few reminders for everyone, our first Blood bash is about a week away on Wednesday, October 7. I could still use some volunteers, so I’ll pass around the sheets again tonight. I also have some volunteers so I’ll pass around the sheets again tonight. I also have some posters to hang up so, if you could come get them after the meeting and picka building that would be awesome.
38. **Evelyn Dina**: Could you clarify what the blood bash is for those who don’t know?
39. **Marissa Cremin**: It’s a blood drive on campus, it will be Wednesday, October 7 from 1:00pm to 7:00pm in the Parenzo Gym, I need volunteers from 1:00pm to 8:00pm. You can sign up to be a donor in the DC if you would like.
40. **Justin Connolly**: I just wanted to reiterate the importance of what Marissa is doing, she really need all of your help and part of your duties as senators is to work with the senate. I found it hard to have volunteers in the DC, I spent a lot of time there last year, so I implore tht we have more people volunteering in the DC. It’s a great opportunity to meet other senators as you won’t be alone, so please volunteer if possible.
41. **Jacob Lotter**: Point of Information: You will get a unit per hour for volunteering, but you will not get a unit for donating since not all people are able to donate blood.
42. The first Community Relations/Fundraising Committee Meeting is this Thursday, October 1 at 6:00pm in the Conference Room E020 and I hope to see all of you there.
43. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: *Jon Cubetus*
44. Hello everyone. My name is Jon Cubetus and I am your Vice President of Academic Life this year and I’m so excited to see you all. If you have any questions regarding anything academics, please let me know and I will get the answer for you.
45. Academic Policies Committee: **No Report**
46. Curriculum Committee: **No Report**
47. Enrollment Management Committee: **No Report**
48. Campus Technology Committee**: No Report**
49. International Programs Committee: **No Report**
50. Library Advisory Committee**: No Report**
51. Writing Liaison**: No Report**
52. VICE PRESIDENT’S REPORT-PROGRAMMING: *Haley Batchelder*
53. Programming update**: Haley Batchelder**
54. Hey guys, I’m Haley Batchelder, the Vice President of Programming, also the President of the Campus Activities Board. My job is to essentially oversee all programming put on on campus and create fun and cheap events open to all students.
55. I don’t have a lot to report today, but I wanted you all to see my face. Tickets for Six Flags went on sale today an as of 5:00pm, we’ve sold 67 tickets. There are still a few left but they are selling quickly so, if you want to buy one for only $15.00, purchase them online at westfield.ma.edu/tickets.
56. CAB meets on Wednesday at 5:00pm in the Owl’s Nest. CAB counts as a committee, so, if you’re looking for a committee, come meet us in the Owl’s Nest tomorrow.
57. I’m Haley. If you have any questions or concerns on Programming or CAB, please come talk to me. My office hours are Tuesdays and Thursdays 2:00pm to 4:00pm.
58. Our next scheduled meeting is Wednesday, September 30 at 5:00 pm in the Owls nest.
59. VICE PRESIDENT’S REPORT-FINANCE: *Brandon Trafford*
60. I would like to say welcome and congratulations to both the Class of 2019 and all the Hall Councils who are joining us today. The elections were very close in many areas and I am very excited to be looking out over a group of such ambitious people seeking to make a difference on our campus.
61. For those of you who are new I would like to introduce myself. My name is Brandon Trafford and I am your Vice President of finance. My position is to oversee all student run clubs and organizations on this campus. If there is a group of students seeking to start a club or host a fundraiser for their club I can help them with that.
62. Likewise if a club is looking for funds from our Student Government operating budget, I serve as the liaison between their club and you guys; the legislature.
63. One of our jobs in the legislature is to spend the SGA operating budget in an effective and efficient way. We do this by assisting clubs in paying for educational activities these groups are participating in. Next week I will be giving you a full run down of the Student Government budget and explain where all the money in our 440,000 budget goes.
64. I am also seeking at least one student from every class year to sit on the Finance Committee. It’s going to be a lot of fun, I serve as the chair and I will be bringing candy to all of our meetings. It’s the best committee around and I encourage everyone to join. If you’re interested, please come see me after the meeting.
65. My office hours are every Tuesday and Thursday from 2:00pm to 4:00pm.
66. Finance Report: **No Report**
67. Foundation Report: **No Report**
68. SERETARY’S REPORT: Brendan McKee*/Jacob Lotter*
69. Executive Secretary Report: **Brendan McKee**
70. First year elections polls are taken care of. The goal for this year was to shoot for over 15% of first year voters, with the percentage being around 8.3% at the beginning of the last meeting**.** With the help of the Class of 2019 candidates spreading the word, Jon Cubetus helping with flyers, and Andrew Morin being a pivotal guidance figure for me, we got 21.48% offirst years to vote.Thank you to all that helped and had a hand in the elections, and congratulations to the newly elected Class of 2019 council**.**
71. Legislative Secretary Report: **Jacob Lotter**
72. Hi guys. For those of you who don’t know me, my name is Jacob Lotter and I am this year’s legislative secretary. For those senators whom have been here since the first meeting, there are 4 units due for the month of September and they will be due on October 6:00pm by 4:30pm if you were a brand new senator at that first meeting you are exempt. If you’re new tonight or have been appointed in the past few weeks, and don’t know what an unit is, you’ll learn more about them at New Senator Orientation tonight and will be excused from units for September and we’ll start you off in October.
73. Evelyn Dina sent around the contact sheet for me, we use the contact sheet so we can always get in touch with you at all times. Your cell phone number is confidential and is only for exec’s eye, if you’re feeling uncomfortable about putting it down. We use your birthday for the Unit Calendar, which you’ll learn about tonight.
74. If you have any questions, my office hours are Tuesday’s 3:00pm to 5:00pm and Thursdays from 1:30pm to 3:30pm, and lastly after the meeting please see me if you’re name is spelt wrong on your nametag or if I pronounce you’re name wrong in the final roll call. I also need anyone whomever; I don’t call during roll call to come see me after the meeting.
75. PARLIAMENTARIAN REPORT: *Ryan Losco*

Rules and Regulations Committee:

1. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
2. Commuter Council: **Lezlie Campbell**
3. We are having both Breakfast and Lunch’s this year. They occur every other week so, it’s one breakfast and one lunch per month. Our next luncheon is next Wednesday, October 7 from 11:30am to 1:30pm. I have notecards that have the dates and location on them and I will pass them around. Please feel free to take some and give them to any commuters that you know.
4. The location for next Wednesday’s luncheon has been changed from the Tekoa Room to the Owl’s Nest. We are also looking for more Representatives to Senate so, if you know any commuters who are interested in being involved on campus, please direct them to Amy Szlachetka, Matt Dellea or myself.
5. I move to appoint Dasha Serrano as Representative to Senate for Commuter Council for the 2015-2016 academic year. Motion carries.
6. I move to appoint Patricia Aguilar as Representative to Senate for Commuter Council for the 2015-2016 academic year. Motion carries.
7. Our next scheduled meeting is on Thursday, October 8 at 6:00pm in a space to be determined.
8. Senior Class: **Ryan Losco**
9. The Senior Class has been working on a few things.
10. If you attended convocation you heard about the “Make our Mark” campaign. Basically we want to be the first class to make a mark on campus. We are working with alumni to accomplish this and hopefully be able to give something really cool back to the university that will be 2016’s forever lasting mark.
11. Along with that we have a senior memories campaign that we have started and will be advertising thought the year. We are encouraging seniors to use #westfieldseniors2016 or #leaveyourmark to capture all the senior memories.
12. Within the next few weeks we are going to be opening up the senior sweatshirt design contest. More details to follow next week, but the winner will receive a free sweatshirt.
13. Finally make sure to like us on Facebook Class of 2016-westfield state university. Follow us on twitter and Instagram @wsu2016
14. Our next scheduled meeting is on October 5 at 6:45pm in the SGA Club Room E021.
15. Junior Class: **Andrew Morin**
16. Dates for spring in Dever are moving along. Many of the student run and academic programs on campus are beginning to hear about dates. Unfortunately, Mr. Westfield has yet to receive a date but I am confident that by next week, I will have a date confirmed.
17. Our first interest meeting for Mr. Westfield is tonight, September 29 at 8:00pm right here in SGA. IF you cannot make it tonight, we will also be having one this coming Monday, October 5 at 8:00pm also in SGA.
18. Nomination boxes are still out and will remain out until this Thursday, October 1. If you have any last minute thoughts about people who would be great contestants for the show, please take the time to nominate them. Boxes again are located in every residence hall near or on the RA desk and there is also one in the Commuter Café in Wilson Hall.
19. We have confirmed our two hosts for the show: Mr. Westfield 2015 Justin Connolly and Vice President of Programming, Haley Batchelder.
20. We are very excited to finally have a sister class council, the Class of 2019. Congratulations to all w ho ran in the election; this was a very participatory election, a voter average of over 20% and we are happy to be working with such an involved class.
21. I have been in touch with 2019 and we are looking to help get them started and hopefully involve them with the planning and implementation of the Mr. Westfield program.
22. Our next scheduled meeting is on Thursday, October 1 at 4:00pm in conference room E003.
23. Sophomore Class**: Maddie Creamer**
24. I move to appoint Kendall Dunbar as a Representative to SGA for the Class of 2018 for the 2015-2016 academic year. Motion carries.
25. The Class of 2018 has been brainstorming ideas and working hard with the Buzz Off for Cancer event. We’re looking forward to setting a date for the event soon and working with the 2016 Council on making this event awesome.
26. We are still working on our long sleeve t-shirt design. We are looking for the 2018 students to vote on which t-shirt design they like best, out of three options we are going to post. Please let you 2018 friend know to keep an eye out for them.
27. Our next scheduled meeting is Monday, October 5 at 5:00pm in conference room E003 next to Dunkin Donuts.
28. First Year Class: **No Report**
29. Apartment Complex: **No Report**
30. Courtney Hall: **No Report**
31. Davis Hall: **No Report**
32. Dickinson Hall**: No Report**
33. Lammers Hall: **Jessica Hanam**
34. Lammers hall has filled all of our positions*.*
35. I move to appoint Molly Lucey as a Representative to SGA for Lammers Hall for the 2015-2016 academic year. Motion carries.
36. I move to appoint Nickalena Richards as a Representative to SGA for Lammers Hall for the 2015-2016 academic year. Motion carries.
37. I move to appoint William Sondrini as a Representative to SGA for Lammers Hall for the 2015-2016 academic year. Motion carries.
38. Our next scheduled meeting is on Wednesday, September 30 at 5:30 pm in the Lammers Hall 4th floor lounge.
39. Lansdowne Hall: **No Report**
40. New Hall**: Albert Fava**
41. I move to appoint Maggie Mastroianni as a Representative to SGA for New Hall for the 2015-2016 academic year.
42. Our next scheduled meeting is September 30 at 8:30pm in New Hall 141A.
43. Scanlon Hall: **No Report**
44. University Hall**: Mark Mankus**
45. For those of you who don’t know me I am Mark Mankus and I’m the new President of University Hall**.**
46. This coming Friday, October 2 at 8:30pm University Hall will be having a benefit. Our Kick Off event is called “Friday Night Lights”. It encourages kids to not drink and drive. We will collect donations at the door. All proceeds will go to SAD or Mothers against Drunk Driving. It will be held in the three glass common rooms above the front door of the building.
47. This is going to be a rather large event. We are looking for volunteers to help at the door and monitor for a unit. If you are interested please see me after the meeting or email me.
48. Our next scheduled meeting is on Thursday, October 1 at 6:00 pm in University Hall.
49. UNFIISHED BUSINESS**:**

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1. NEW BUSINESS:
2. ANNOUNCEMENTS:
3. **Ryan Losco**: Rules and Regulations Committee members should meet me over by the couches, if anyone has any questions about Roberts Rules, let me know.
4. **Marissa Cremin**: Come get a blood drive poster after the meeting.
5. **Andrew Morin**: The Musical Theatre Guild is holding auditions for University Theater on Thursday, October 1 form 7:00pm to 9:00pm at Bates.
6. **Andrew Manchino**: May I see all Hall Council Presidents after the Meeting?
7. **Brendan McKee**: May I see Andrew Morin after the meeting?
8. **Jacob Lotter**: Can I see all the people I asked to see and can I please have the contact sheet back?
9. **Brandon Trafford**: Join the Finance Committee.
10. **Matthew Carlin**: May I see all members of Parking Control as well as anyone interested in Student Affairs, Substance Advisory or Parking Appeals after the meeting?
11. **Dr. Carlton Pickron**: Welcome again to the Class of 2019.
12. **Evelyn Dina**: I wold like to introduce Riley form Phenom. I reported last week that they are having an interest meeting on October 5.
13. **Riley from PHENOM**: October 5 at 5:30pm in the Owl’s Nest we are having an interest meeting. PHENOM stands for Public Higher Education Network of Massachusetts; it’s a nonprofit organization with the goal of making sure that higher education is properly funded, high quality, affordable and accessible to everybody who might not have the means to pay for it themselves. I know a lot of you are passionate about higher education, and I would really appreciate if you could stop by. We’ll be showing a film called *The Ivory Tower* in abridged, half hour versionof the documentary that focused on the most important points. There will also be free pizza and soda, and the organization has a lot of opportunities for potential internships in the Spring Semester. So, if you’re looking for a way to get into nonprofit work, you should definitely check it out.
14. **Evelyn Dina**: Please stay for New Senator Orientation; we’ll be going over how the meetings work. I know some of you are potentially confused about our meetings, so we’ll explain it all after the meeting.
15. **Justin Connolly**: The Student Forums for the Presidential candidates will be a unit opportunity.
16. **Haley Batchelder**: Buy Six Flags tickets.
17. **Michael Janchuk:** 234 days until commencement.
18. ROLL CALL: Ashley Deleon was absent.
19. ADJOURNMENT: Meeting adjourned at 6:45 pm.