Fall Executive Board Meeting

Minutes

November 6-8, 2009

Corpus Christi, TX

I. **Call meeting to order-** President, Tyler Junior College, Zarrick Cannon called meeting to order at 3:26pm.

II. **Roll Call-** Secretary, El Paso Community College, Adriana Nevarez.

a. State Advisor Elect Tara Webb, Houston Community College-Southeast : Present
b. State Advisor Arvis Jones, El Paso Community College: Present
c. Host, Jessica Skinner, Texas State Technical College- Waco: Present
d. Editor, Adam Moore, Amarillo College: Present
e. Treasurer, Anthony Colantuono Jr., Howard College: Present
f. Secretary, Adriana Nevarez, El Paso Community College: Present
g. Parliamentarian, Joseph Bassett, Blinn College Brazos Campus: Present
h. Vice President, Amanda Ashley, Navarro College: Present
i. President, Zarrick Cannon, Tyler Junior College: Present

Quorum established.

III. **Orders of The Day-** Parliamentarian, Joseph Basset, Blinn College Brazos Campus read the orders of the day. Host, Jessica Skinner, Texas State Technical College- Waco moved to approve the reading of the Orders of the Day. Treasurer, Anthony Colantuono Jr., Howard College seconded. Motion Carries.

IV. **Approval of the Minutes-** Host, Jessica Skinner, Texas State Technical College- Waco moved to dispense with the reading of the minutes and accept them as amended and corrected. Parliamentarian, Joseph Bassett**,** Blinn College Brazos Campus seconded. Motion carries.

V. **Officers Reports-**

a) **State Advisor Elect Tara Webb, Houston Community College-Southeast-** I am glad everyone made it.

b) **State Advisor Arvis Jones, El Paso Community College-** I am glad we all are here, we are going to have a great weekend. The minutes were e-mailed to everyone long ago for review, so I would like to ask you to read the minutes before the meeting to minimize the time spent

on correcting them. Let us work on having open communication and we will talk more about that later. Let us work as a team to get better results.

c) **Host, Jessica Skinner, Texas State Technical College- Waco-** I have been working on the T-shirt design and I contacted vendors to get prices for the T-shirts. I have also been working on the schedule and room assignments for the convention.

d) **Treasurer, Anthony Colantuono Jr., Howard College-**
Beginning balance for September 30, 2009 is $9686.78.
Deposits as of November 4, 2009 are $4275.00
Current balance $13,961.78.
CD was renewed on October 8, 2009 at a rate of .02% and matures on January 6, 2010.
Current balance of $3,421.87
Reviewing other options for CD's plan or having a savings account will help us make more money.
Currently, 35 schools have paid dues.

e) **Editor, Adam Moore, Amarillo College-** The second bulletin is out and I hope everyone likes it. I would like to ask our President Mr. Cannon to write a bio to include it in the bulletin and on the website. Also, if everyone can send me articles of events going on at your colleges to include them in the bulletin. The next bulletin will be out December 1, 2009.

f) **Secretary, Adriana Nevarez, El Paso Community College-** I am glad everyone made it to the meeting. Please check the minutes before the meeting so that you can let me know the corrections that need to be made so that we can save time.

g) **Parliamentarian, Joseph Bassett, Blinn College Brazos Campus –** I am happy to see everybody. It's good to be here so that we can refocus and work on our unity as an E-Board so that we can do what we need to do.

h) **Vice President, Amanda Ashley, Navarro College-** I printed a copy of what we are going to have regarding entertainment and speakers. I am just waiting for the tentative schedule outline from the host school to confirm the times. We have contacted some agencies and all of them have expressed interest in attending the State Convention. We are planning to confirm all those at APCA next weekend.

i) **President, Zarrick Cannon, Tyler Junior College-** Thank you everyone for coming. I am ready to roll and get the work done and rock our convention. I am going to be in touch with all of you on a regular basis. I am glad to be on board.

VI. Unfinished Business-

a) **Final Approval of T-shirt Design.** The board discussed the T-shirt design. Prices for 500 shirts one colors on front, two colors on back with glow ink will cost $6.60. Vice President, Amanda Ashley, Navarro College moved to accept the T-shirt design created as the final design for the 2010 State Convention. Host, Jessica Skinner, Texas State Technical College- Waco seconded. Motion carries.

b) **Final Approval 2013 Conference Location:** Host, Jessica Skinner, Texas State Technical College- Waco moved to table the 2013 conference location until we meet with Eric Lambert at APCA. Vice President, Amanda Ashley, Navarro College seconded. Motion carries.

c) **Schedule for 2010 Convention.** Parliamentarian, Joseph Bassett, Blinn College Brazos moved to table the 2010 Convention schedule until Vice President and Host Schools get together

after APCA to finalize the schedule details. Vice President, Amanda Ashley, Navarro College seconded. Motion carries.

VII. New Business-

a. **Conference Packet-** The board proposed to leave space on the conference packets for schools and business to advertise. State Advisor Elect, Tara Webb will get in touch with different colleges to offer them the opportunity to advertise. The conference packet pages will be organized as case files. On the back of the conference packet, a stamp that says "case closed" will be included. The board will try to get bags donated to put the conference packet and some goodies inside**.** State Advisor, Arvis Jones and Heather Atchley will ship goodies to include in the conference packet bags. The bags are to include the conference packet, T-shirts, nametags, and goodies such as tampons, spray deodorant, and toothpaste.

   Editor, Adam Moore, Amarillo College moved to add tampons, spray deodorant, and toothpaste to the bags. Vice President, Amanda Ashley, Navarro College seconded. Motion dies.
   Editor, Adam Moore, Amarillo College moved to put free items such as tampons, spray deodorant, and toothpaste on the tables at the convention. Vice President, Amanda Ashley, Navarro College seconded. Motion carries.

   Editor, Adam Moore, Amarillo College moved to include the conference packet, T-shirts, and nametags in the bags so moved. Host, Jessica Skinner, Texas State Technical College- Waco seconded. Motion carries.

b. **Dress Code-** Parliamentarian, Joseph Bassett, Blinn College Brazos Campus made a motion to reconsider the motion made by Joseph Bassett, Blinn College Brazos Campus to change the state convention dress code policy under jewelry, make up, and cologne to include one earring per ear for woman and no piercings of any kind for men will be allowed during General Assembly. No hats or caps during general assembly will be allowed, also to be included in the clothing not allowed, to include during general assembly in parenthesis. Host, Jessica Skinner, Texas State Technical College- Waco seconded. Motion carries.

   The board discussed that there are many of our fellow constituents wearing piercings and we should let them in the General Assemblies. The final decision was to allow our constituents to wear piercings during General Assembly.

   Parliamentarian, Joseph Bassett, Blinn College Brazos Campus moved to accept the TJCSGA Dress Code policy as amended. Editor, Adam Moore, Amarillo College seconded. Motion carries.

   Parliamentarian, Joseph Bassett, Blinn College Brazos Campus moved to recess until after dinner. Vice President, Amanda Ashley, Navarro College seconded. Motion carries.

   President, Tyler Junior College, Zarrick Cannon called meeting to order at 9:40a.m on November 7, 2009.

c. **Uniformity Book (SUB) -** The board went through the uniformity book and made some corrections. Parliamentarian, Joseph Bassett, Blinn College Brazos Campus will send a final copy to all the members and post it on the forums after corrections are made. Parliamentarian, Joseph Bassett, Blinn College Brazos Campus moved to accept the Student Uniformity Book as corrected. Vice President, Amanda Ashley, Navarro College seconded. Motion carries.

d. **Webpage Design/ Access-** Bulletin School, Adam Moore brought a design as to how the Region pages could be designed. Discussion was held about the social networking pages, not everyone having access to the forums, or training on how to use the forums.

   Discussion was held about webpage design, cost, and access. It was determined that the State Advisor, Bulletin School, Brandon Franke, and Vincent Nguyen will get together and determine the web page design. Additionally, it was discussed that the Bulletin School, Brandon Franke, and the State Advisor should have access to the webpage. No others.

e. **Webpage Access-** Treasurer, Anthony Colantuano Jr., Howard Community College moved to delete TJCSGA MySpace page. Parliamentarian, Joseph Bassett, Blinn College Brazos Campus seconded. Motion carries.

f. **Scholarship Application-** The board discussed possible questions to be asked to the institutions that would like to apply for the scholarship. State Advisor Elect Tara Webb will develop the format and will e-mail an application draft to be approved.

   Parliamentarian, Joseph Bassett, Blinn College Brazos Campus to recess for lunch to be back as soon as possible. Vice President, Amanda Ashley, Navarro College seconded. Motion carries.

   President, Tyler Junior College, Zarrick Cannon called meeting to order at 3:06p.m on November 7, 2009.

g. **Texas A&M Corpus Christi Meeting-** The Chair entertained a motion to vote by roll call. Editor, Adam Moore, Amarillo College motioned thusly to vote by roll call to bring Texas A&M Corpus Christi to assist the Awards Committee in judging the competitions at the State Convention. Anthony Colantuono Jr., Howard College seconded. Motion carries. Vote was a follows:

   Host, Jessica Skinner, Texas State Technical College- Waco: Yea
   Editor, Adam Moore, Amarillo College: Yea
   Treasurer, Anthony Colantuono Jr., Howard College: Yea
   Secretary, Adriana Nevarez, El Paso Community College: Yea
   Parliamentarian, Joseph Bassett, College Bryan: Nay
   Vice President, Amanda Ashley, Navarro College: Yea

   Vice President School will contact Texas A&M to confirm them as judges for State Convention.

h. **Dress Code for E-Board**: Will be business casual.

i. **Invitation letter to College Presidents:** No discussion at this time.

j. **Advisor fundraising Commitment-** The advisors discussed what businesses they have contacted to sponsor one of the meals at State Convention.

El Paso Community College Advisor- USA Today
Howard College Advisor- Military Branches
Texas State Technical College Advisor- Waco- Wal-Mart
Houston Community College-Southeast Advisor- Barnes and Nobles and Chegg book rentals.

Vice President, Amanda Ashley, Navarro College moved to remove items under section VII subsections i, ii, iii, and iv. Host, Jessica Skinner, Texas State Technical College- Waco seconded. Motion carries.

v. State Convention Competition Guidelines- The board discuss changes to the State Competition Guidelines. Changes will be included in the Uniformity Book. Vice President Amanda Ashley, Navarro College, moved to accept the State Convention Competition as changed. Bulletin, Adam Moore, Amarillo College, seconded. Motion carries.

Parliamentarian, Joseph Bassett, Blinn College Brazos Campus moved to bring from the table the letter to College Presidents. Vice President, Amanda Ashley, Navarro College seconded. Motion Carries. Treasurer, Anthony Colantuono Jr., Howard College moved to accept the letter to invite College Presidents to the State Convention as written. Vice President, Amanda Ashley, Navarro College seconded. Motion Carries.

k. **Day Passes-** The day passes for those who would like to attend the State convention will cost $70.

l. **Conference Sponsorship- Previously** discussed.

Parliamentarian, Joseph Bassett, Blinn College Brazos Campus moved to amend the agenda to include item m. E-board jackets. Vice President, Amanda Ashley, Navarro College seconded. Motion Carries.

m. **E-Board Jackets-** The board will buy black jackets with yellow letters to be used during State Convention.

VIII. Announcements.

-Please send articles of events going on at your college to Bulletin school to include them in the upcoming bulletins.
-Secretary school, please post the minutes on the forums so that everyone can see them.
- Every member has to post at least once in the TJCSGA forums. Posting dates for Eboard members are:

November 11, 2009- President
November 18, 2009- Treasurer
November 25, 2009- Host
December 2, 2009, Bulletin
December 9, 2009- Secretary

December 16, 2009- Parliamentarian
December 23, 2009- Vice President
December 30, 2009- President

-Each member will be in charge of communicating with each region. The distribution of regions is as follows:

Region I- Vice President
Region II- Treasurer
Region III- Bulletin
Region IV- Secretary
Region V- Host

-Everyone come prepare for the State Convention. Print, fax, and e-mail whatever are needed ahead of time. We are going to do a great job. Let's keep an open communication between the members and our constituents.

IX. Adjournment.

Parliamentarian, Joseph Bassett, Blinn College Brazos Campus moved to adjourn the meeting. Vice-President, Amanda Ashley seconded. Motion Carries. President, Zarrick Cannon, Tyler Junior College adjourned the meeting at 6:57pm.