

CONTROLLER'S OFFICE MINUTES



Associated Students

4/13/21, 5:00 pm

Zoom Conference Call

CALL TO ORDER at 5:02 pm by Tomislav Medan, second by Bernie

A. MEETING BUSINESS

A-1. Roll Call (Pre-entered Names)

Name	Note: absent (excused/not excused) arrived late (time) departed early (time) proxy (full name)	Name	Note: absent (excused/not excused) arrived late (time) departed early (time) proxy (full name)
Samantha Zhang	Present	Evan Whitlock	present
Tomislav Medan	Present	Tejal Kolte	present
Bernie Nguyen	present	Martin	Present
Michael Zargari	present	Nhung Tran	Present
Angeline Zhang	late	Anne Lin	absent
Shivani Awasthi	excused	Ahmed	Present

A-2. Acceptance of Excused Absences

Accepted by Sam and seconded by Tomislav 5:03

B. PUBLIC FORUM

B-1.

QUESTIONS:

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B-2.

C. DISCUSSION ITEMS

C-1.

- **Shivani updates Trello**
 - Finalized a date with Mike Miller
 - Figure out an action plan with Mike Miller
 - Following up to ensure the meetings go according to plan
- **Martin Trello updates**
 - Numbers on the mask program is that not a lot were sold on the first day
 - Talked to Edwin about the mask program

- 54 masks were sold through the ticket office, only sold on the first day
- Ticket office is the distribution and not the marketing aspect of the mask program
- Sean's contact info is in the hands of martin
- He handed martin off to Edwin
- Possibly hand out masks at vaccination sites
- Ahmed updates
 - Will be meeting with honoraria committee this thursday
- Evan:
 - Tiana cancelled the honoraria meeting on monday
 - Will be meeting thursday but didn't confirm and evan will confirm on that
 - Goal: have a meeting with the honoraria committee
- (if we plan to continue a project into next year, we must have someone on that project for next year!!!)
- Nhung:
 - Reached out to bike shop
 - Angeline found company to create magnets for recycling
 - Angeline sent finances from bike shop to Ahmed
- Alex's trello updates:
 - Reached out to Becca Plostkin, asking for feedback on the hotspot program
 - Goal is to have complete view of program for a full write up
 - Current hot spot program info: working through HumanIT and the basic needs program at the start of this year realized internet is a basic need for students in their home now
 - Gave grants of 255 dollars per students to pay for these hotspots
 - A lot of students realized that Cox wifi doesn't cut it for many students
 - Does the school provide the physical hotspot: students had to prove they were 'worthy' of a hotspot still, customer service at humanIT also was not the best
 - 255 covers 99 dollar physical hotspot and then 9 months of service
 - Shivani mentioned that they were hoping to expand the scope of the hotspot program by going beyond the HumanIT hotspot
- Tejal's updates
 - Marketing plan and project should continue on into next year
 - Everyone on the PUBS team is also graduating as well, so having continuity in this marketing plan is pretty key
- Bernie's updates
 - Folding machines we confirmed have had a price increase slightly, so wondering if we need to reconfirm

- Does PUBS need to approve the extra \$100?
- Overall feeling is good about the project
- Running this project into summer and into Fall
- Michael's updates:
 - No real blockers from michael
 - Dr. Miller got back to him quickly
 - Got a reply from Edwin as well, martin spoke about it
 - Go through this week with alex and shivani to go through an outline for an agenda with dr. miller
- Sam will send old google form with all emails of past applicants to get them new app as well

D. SBA/BA Updates

 D-1.

E. Breakout Room Work Sessions

D. ADJOURNMENT

MOTION/SECOND: Sam Zhang/Bernie seconds it

Consent

6:00 PM