



AS FOOD BANK AGENDA

Associated Students

4/16, 5 PM

AS Annex

CALL TO ORDER 5:05 PM

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)
Christian Arevalo	Present	Tina Lee	Present
Kayla Donley	Absent	Steven Lopez	Present
Katie Freeze	Present	Zoe Monty Montalivo	Present
Erick Lankey	Present	Tuyen Nguyen	Present

B. PUBLIC FORUM

- Announcements/Information/Introductions
- Appreciations/Concerns
- Request to have item added to today's agenda

C. REPORTS

C-1. Advisor's Report

a. Geoff's Fundraising Training Date/Time

- Tuesday May 14th 5-7pm

b. Tuyen Nguyen-Linen Choices

- Decided to purchase own linens-Ivory colored (ranging from \$50-\$200)
 1. 8 rectangular
 2. 4 round

C-2. Executive Officer's Report(s)

C-3. Group Project/Member Report(s)

D. ACCEPTANCE of AGENDA/CHANGES to AGENDA

E. ACTION ITEMS

E-1. Old Business: None at this time

E-2. New Business:

a. **Approval/Consideration of our Budget for the 2nd Anniversary Luncheon.**

Advisor/Staff recommendation/instruction/request: Committee/worked out that we will need approximately \$100 for juice, \$150 for food, and \$50 for decorations

Motion: I make a motion to allocate \$300 dollars out of the special projects section (account 7900) of the budget for our 2nd Anniversary Luncheon on April 28th.

Proposed motion/seconded/question/consent : Erick, Tina, Steven, Katie

Vote: 6-0

Additional approval required? Yes Senate

F. DISCUSSION ITEMS

F-1 Discussion of All Gaucho Reunion

- Katie
 - Part of meeting next week can be set up to assign tasks and tell volunteers what their duties will be
 - Create a Volunteer Database for those already signed up
 - Stay in contact with volunteers leading up to the event
 - Manage volunteers day of event
 - Meet with Tuyen later on this week to go over more details
 - Go to CAB meeting Wed
- Christian
 - PSA Update-Will be recorded Thursday afternoon
 - Other Publicity of the Event-Create Facebook event page if possible-will do this tonight/Wednesday
- Tina
 - Program Board-Reserve Equipment for Sunday April 28th
 - Get confirms from DJ and Possible Student Performers (possibly Megan Foronda)
 - Suggestions for Songs-Jack Johnson & Jazz
 - Calm but not too soothing, keep people relaxed but awake
 - Manage DJ and Student Performers Day Of
- Steven
 - Finalized Budget for the event this meeting
 - Prelim Schedule of the Event
 - 2:00 Welcome
 - 2:10 First Food Demo
 - 2:30 Paul or Lupe Push
 - 2:40 Second Food Demo
 - 3:00 Student Performer
 - 3:20 Last Food Demo
 - 3:45 Drawing and Closing

- Zoe (w/help from Tuyen)
 - Head person to manage Food Demo groups (Beth, IV Food Co-op/Cooking Coalition)-making sure they have proper equipment and space to make food demos for the event
 - Other intangibles (furniture/linen rentals)
- All of the Committee (led by Steven and Erick)
 - Create Educational Posters
 - Create Script of Key Points for the Event
 - Create Food Demo for the Event(w/help from Melissa)
 - Welcoming/Registration for Day of the Event (probably only be a couple people specifically for this-but doesn't hurt to have everyone prepared in case if people are running around doing other things)
 - We will be meeting this Sunday 3pm-7pm at Erick Lankey's apartment to hash out all of the food demos and education materials

F-2 Discussion of Purchasing Linens

- We will be using the linens for not only this luncheon but also nontraditional student dinners as well as holiday dinner.
- We all agree that we want to move forward in purchasing the linens. We instruct Tuyen to purchase the linens (will cost around \$150)-Vote 6-0-does not need to be new business because will be included in Tuyen's spending for equipment in operations

G. REMARKS

ADJOURNMENT 6:00PM