

TJCSGA Executive Board Fall Meeting

October 25, 2023, 3:30 pm

- I. **Call to Order:** President Simrah Sajjad calls the meeting to order at 3:42 pm.
- II. **Roll Call**
 - A. President: Simrah Sajjad - present
 - B. Vice President: Antonio Ramirez - present
 - C. Secretary: Michelle Guerrero - absent
 - D. Parliamentarian: Carlton Watkins - present
 - E. Treasurer: Malcolm Williams - present
 - F. PR Officer: ArbreNayia Richardson - present
 - G. Host School: Emily Jones - present
 - H. Regional Advisor: Cheri Root - present
- III. **Old Business**
 - A. Approval of minutes
 1. President Simrah Sajjad entertains a motion to dispense with the reading of the 9-19-2023 minutes and approve them as written barring any grammatical errors.
 2. Motion made by Vice President Antonio Ramirez to dispense with the reading of the minutes and approve them as written barring any grammatical errors.
 3. Second by Host School Emily Jones.
 4. No discussion.
 5. Vote passes unanimously.
 - B. Approval of agenda
 1. President Simrah Sajjad entertains a motion to approve the agenda.
 2. Motion made by Vice President Antonio Ramirez to approve the agenda.
 3. Second by Host School Emily Jones.
 4. No discussion.
 5. Vote passes unanimously.
 - C. Discuss details for Region II Fall Conference

1. Agenda

1. Discussed the agenda for the Region II Fall Conference.

Check-in and Breakfast will be from 8 am to 8:50 am.

Welcome Assembly will be from 9 am to 9:50 am and will include welcome, introductions, icebreaker, and review of Robert's rules. Keynote Speaker will be from 10 am to 10:20 am and will be Alexandria Reckley. Committee Meetings from 10:30 am to 11:50 am. Lunch will be from 12 pm to 12:50 pm. Workshops or extra time for committee meetings will be from 1 pm to 1:50 pm. General Assembly II will be from 2 pm to 3:20 pm and will include attendance and committee reports. Closing and pictures will be from 3:30 pm to 4 pm.

2. Food Options

1. Treasurer Malcolm Williams discusses catering from Taco Cabana totaling up to \$2,118.98 for breakfast and lunch for 130 people.

2. Motion made by Treasurer Malcolm Williams to amend the food budget to accommodate cost of catering from Taco Cabana.

3. Second by Vice President Antonio Ramirez.

4. Discussion:

a. The current budget is a total of \$1850 with \$500 for speakers, \$150 for speakers, and \$1200 for catering.

b. Advisor Kelly Sonansthine suggests looking at catering lists by Dallas College such as Royal Catering through AmericaToGo which can be found in WorkDay. Continental breakfast may be \$119 and build your own burrito buffet may be \$1914 not including beverages with a total of \$2033 for 120 people.

- c. President Simrah Sajjad mentions \$4300.22 is the minimum account to cover both the Region II Fall and Spring Conferences. \$2150 can be allotted to the Fall Conference.
 - d. Host School Emily Jones discusses cost for decorations. Lanyards and cardstock will be \$170.53 for 130 people.
 - e. Advisor Kelly Sonanstine suggests reducing expected number of attendees to 120 people.
 - f. Host School Emily Jones discusses new cost for lanyards and cardstock totaling to \$157.41 for 120 people.
 - g. Advisor Kelly Sonanstine mentions that Perfect Pair catering offers burgers for \$8.95 for person totaling up to \$1074 for 120 people.
 - h. President Simrah Sajjad discusses total cost for catering with \$119 for continental breakfast and \$1074 for lunch totaling to \$1193 for 120 people, not including beverages.
 - i. \$100 suggested for speaker, \$1600 for food, and \$200 for decoration.
 - j. Treasurer Malcolm Williams rescinds motion to amend the food budget to accomodate cost of catering from Taco Cabana.
- 5. President Simrah Sajjad entertains a motion to amend the budget to up to \$1600 for food, \$200 for decoration, and \$100 for speaker.
 - 6. Motion made by Host School Emily Jones to amend the budget to up to \$1600 for food, \$200 for decoration, and \$100 for speaker.
 - 7. Second by Vice President Antonio Ramirez.
 - 8. No discussion.

9. Vote passes unanimously.

D. Co-Advisor

1. President Simrah Sajjad entertains a motion to elect Kosolu Ananti as the Region II co-advisor.
2. Motion made by Host School Emily Jones to elect Kosolu Ananti as the Region II co-advisor.
3. Second by Vice President Antonio Ramirez.
4. No discussion.
5. Vote passes unanimously.

IV. **Announcements**

A. Secretary Position

1. Secretary Michelle Vargas from Ranger College has dropped from her position. The Ranger College advisor will update the executive board regarding replacement for the secretary position
2. Host School Emily Jones volunteers to temporarily fill in for the secretary position.

B. Spring Conference

1. Advisor Kelly Sonansthine advises Host School Emily Jones to look into the end of February and beginning of March, specifically Friday, February 23, for a possible date for the Region II Spring Conference.

C. President Simrah Sajjad suggested a reminder email for the RSVP google form for the Region II Fall Conference. Currently, Dallas College Richland Campus and Tarrant County College Southeast have RSVPed

V. **Adjournment:** President Simrah Sajjad adjourns the meeting at 5:05 pm.