



ALPHA GAMMA SIGMA, INC.
FALL ADVISORY BOARD MEETING AGENDA
October 2nd, 2021 at 10:15 AM
Online Meeting

Host: online hosted by Rio Honda College
ONLINE – Video Conference meeting - California
Meeting ID: 916 7348 9340

Special Rules for the Order of Business:

1. The agenda is fixed once a motion to accept, amend, add to, and/ or change an agenda has passed.
 2. All items listed as action items will begin with a motion.
 3. All items listed as non-action contain information only. No action will be taken on these items. Future agenda issues may surface from these items and, if they do, they should be noted for future agendas.
 4. Unfinished business and new business will be handled first after the meeting is called to order, the minutes have been approved, and the agenda is set.
 5. Debate on all action items on the agenda will follow an alternate pattern of “one member speaking for” and then “one member speaking against” the issue so as to facilitate the discussion, eliminate repetition of ideas, and air both sides; once one side of the debate no longer has a member speaking either pro or con, the debate will end, and the question will be called to a vote.
 6. The debate on a particular action item should not exceed ten minutes unless the body wishes to extend the time allotted for discussion.
 7. All reports should contain non-action items only.
 8. Anything embedded in a report that is significant and merits discussion as an action item should be identified as such when the agenda is being set at the beginning of the meeting or should be held over as a future agenda item.
- I. Call to Order and President’s Opening Remarks:** President Joe Reyes from the City College of San Francisco welcomed everyone to the meeting. He told us that he was happy to be a part of this organization because we are forward thinking and working to help our honor scholarship students throughout the state. He noted that he preferred that we would be meeting in person, but he would do his best to make this Zoom meeting as enjoyable as possible. He hoped that we are all well and safe and called the meeting to order at 10:25 AM.
- II. Self-Introductions: (~1 minute each Chapter):** The advisors introduced themselves including myself, Terry Green from Santa Monica College, Kaycea Campbell from Los Angeles Pierce College, Chris Gilbert from Cuesta College, Matthew Jaffe from Antelope Valley College, Alannah Rosenberg from Saddleback College, and Alan Archambault

from Rio Hondo College. Alan was hosting this Zoom meeting while taking care of three children and a new baby allowing his wife to get some rest! He also assisted in preparing the agenda for today. David Tieu, a new advisor, introduced himself and told us he was assisting Alan at Rio Hondo College. Andrew Kindon from West Valley College told us that he is now the Department Chair for multiple subjects at his school! David Powers and Ashley McHale from Las Positas College, Raquel Gutierrez and Denise Kaisler from Citrus College introduced themselves. Ian Thomas-Bignami represented Diablo Valley College by himself as Chris Capozzo was unable to attend because of family responsibilities. James Houllis from Alan Hancock College told us that he would be a new advisor after having been recruited by some students and would be filling in for Kathy Headtke. Jerry Ramos from Cerritos College told us he was thrilled to be here. John Quevedo, from Santa Monica College, the former State Advisory Board President, talked about his chapter's efforts to increase membership. Kweku Afrim Williams from Riverside College mentioned that he too was a new dad with a four-month-old at home. He is in his second year as an advisor. Lisa Carlsen from Chabot College, Lisa Valdez from Los Angeles Pierce College, McKayla Stehr (another new advisor) from Fresno City College, Michael Levine from San Bernadino Valley College, and Nick Arman from Fullerton College all introduced themselves. Nick told us he was in AGS at Los Angeles Pierce College. Ozlem Guclu from Los Medanos College wanted to get the chapter at his school going again. Ron Andrade from the College of San Mateo told us that he would be the primary advisor at his school this year. Sara Kelley from Santa Ana College, Teresa Scarbrough from Orange Coast College, Thomas Harjuno from West Los Angeles College, and Valerie Venegas from Golden West College, the Board of Trustees President, concluded the introductions.

- III. Explanation of the Sign-In Process:** Terry Green explained that he would like everyone to note their attendance in Zoom's chat and that Joe Reyes would email the chat data to him after the meeting. Terry would then create the attendance list for the morning session. He also used the information from the above paragraph to double check the attendees.

MORNING SESSION ATTENDANCE:

ALLAN HANCOCK: James Houllis
ANTELOPE VALLEY COLLEGE: Matthew Jaffe
CERRITOS COLLEGE: Jerry Ramos
CHABOT COLLEGE: Lisa Carlsen
CITRUS COLLEGE: Raquel Gutierrez, Denise Kaisler
CITY COLLEGE OF SAN FRANCISCO: Joe Reyes
COLLEGE OF SAN MATEO: Ron Andrade
CUESTA COLLEGE: Chris Gilbert
DIABLO VALLEY COLLEGE: Ian Thomas-Bignami
FRESNO CITY COLLEGE: McKayla Stehr
FULLERTON COLLEGE: Nick Arman
GOLDEN WEST COLLEGE: Valerie Venegas
LAS POSITAS COLLEGE: Ashley McHale, David Powers
LOS ANGELES PIERCE COLLEGE: Kaycea Campbell, Lisa Valdez
LOS MEDANOS COLLEGE: Ozlem Guclu
ORANGE COAST COLEGE: Teresa Scarbrough

RIO HONDO COLLEGE: Alan Archambault, David Tieu
RIVERSIDE CITY COLLEGE: Kweku Afirim Williams
SADDLEBACK COLLEGE: Alannah Rosenberg
SAN BERNADINO VALLEY COLLEGE: Michael Levine
SANTA ANA COLLEGE: Sara Kelley, Beatriz Villa
SANTA MONICA: Terry Green, John Quevedo
WEST LOS ANGELES COLLEGE: Thomas Harjuno
WEST VALLEY COLLEGE: Andrew Kindon

- IV. Explanation of the Special Rules:** Chris Gilbert, our new Parliamentarian, went over our Special Rules for the Order of Business which are listed on Page #1 of these minutes. He stated we also use the Robert's Rules of Order as well in conjunction with our own AGS Special Rules. He told us that we may ask you to write up any motions and share them on the screen so we will be able to discuss and debate those motions based on the exact wording.
- V. Additions/Deletions to the Agenda:** The following items were deleted from Item IX. Unfinished Business: A. Exemptions Requests Removed, D. Website Merchant for online payments, E. SAB Scholarship Payment for 2021, G. Online Payment of Scholarship Dues, and H. Reactivation of Irvine College. Item X. A. Increasing inter-chapter communication via a Shared Advisor Contact List and Shared Chapter Contact Web Site Page was moved to become Item XIII. A.
- VI. Approval of the Agenda:** The agenda was approved with the above revisions.
- VII. Corrections to and Approval of the Minutes from State Advisory Board Meeting on 4/17/21: MOTION #1) Andrew Kindon moved that we postpone the approval of the minutes until the Spring Convention in 2022. Kweku Williams seconded the motion. (MOTION #1 CARRIED.)**
- VIII. Corrections and Updates to the State Advisory Board Directory:** Andrew Kindon told us that he is revising and updating the database. He said if you were a new advisor to please submit your information. He was trying to have the database be as accurate as possible and represent the chapters and advisors participating in AGS in 2021.
- IX. Unfinished Business:**
- A. 2025 Hotel Contract Rates, Ontario:** Kaycea Campbell told us that she would drop Page 8 of her Treasurer's Report in chat for everyone to see. This page explained the Hotel Fees Break-Down for both the DoubleTree Hotels in Ontario and Sacramento. She had been negotiating with the sales director in Ontario to lock down lower rates for our 2025 Spring Convention which is scheduled for April 25th to 27th. The room rate of \$120 could not be locked down as the DoubleTree in Ontario would not lock the room rates down that far into the future. She told us that the hotel intended to increase the room rates 5% each year and thus might be as high as \$138 for a room in 2025. She informed us that she would try

again in 2023 to lock down a room rate from the DoubleTree in Ontario at a better price than \$138 per room for the 2025 Spring Convention. **MOTION #2) Kaycea Campbell moved that we sign the Double Tree Ontario new contract for 2025 with adjustable rates for room, food, and beverages. Jerry Ramos seconded the motion. (MOTION #2 CARRIED.)**

B. 2024 and 2026 Convention Negotiation, Sacramento: Kaycea told us that she was able to negotiate a \$30 drop in the room rate in Sacramento from \$159 to \$129 in 2024. **MOTION #3) Kaycea moved that we sign the DT Sacramento amended contract for 2024 for room rate changes. Valerie Venegas seconded the motion. (MOTION #3 CARRIED.)** Kaycea told us that the proposed room rate for DT Sacramento in 2026 was \$159 + tax. **MOTION #4) Kaycea moved that we sign the DT Sacramento new contract for 2026 with the meal costs broken out for breakfast, lunch, and dinner. Alannah Rosenberg seconded the motion. (MOTION #4 CARRIED.)**

C. Board of Trustees Vacancies: Valerie Venegas, President of the Board of Trustees told us that Megan Lange had resigned her position. Valerie told us she was looking for someone to replace her. She said that she would put her email in chat, and anyone interested in the position could contact her via email. She explained that the job of the members of the Board of Trustees was to look after our Stifel accounts and determine how much financial help we could give the State Advisory Board at the Spring Convention. She explained that it required attending only two one-hour meetings and listening to our financial advisor, Monica Peterson, and did not require any financial expertise. She asked if anyone wanted to volunteer right then during the meeting, but she got no takers. Hopefully someone would respond to her via email, and she would be able to find a replacement for Megan for a four-year term.

X. New Business:

A. Bylaws Amendment Regarding Student Trustee Elections: MOTION #5) Chris Gilbert moved that the State Advisory Board amend the Bylaws of AGS, Inc. in the following four ways:

(1) strike Article V, Section 4, item e

(2) revise Article V, Section 5, item c by changing “Assemble” to “Assembly” and adding a new item at the beginning of the numbered list: “(1) elect one student representative and one alternate from the Northern Region and one student representative and one alternate from the Southern Region to serve on the Board of Trustees of Alpha Gamma Sigma, Incorporated, for the next twelve months.”

(3) insert a new item as Article V, Section 5, item e: “The chapter hosting the Spring Convention shall submit the name and contact information of the two newly elected Trustees, along with those of the two alternates, to the presidents of the State Advisory Board and the Board of Trustees. It shall be the board presidents’ responsibility to 1) inform each Trustee or alternate of the meeting times, dates, and places, and 2) furnish each Trustee or alternate with current Bylaws, a meeting Agenda, Minutes, and financial reports.”

(4) revise Article VI, Section 2, item g by striking point 4.b Andrew Kindon seconded the motion. (MOTION #5 CARRIED.)

Reason:

At the 2020 FAM, the SAB passed a motion that (a) moved election of student BOT members from the regional conferences to the Spring Convention, and (b) ordered several revisions of the Bylaws in order to reflect this. I revised the Bylaws according to that motion, but Chris Capozzo and I discovered several other places in the Bylaws where similar changes were needed, since they referred (directly or indirectly) to election of student trustees at the regional conferences rather than at the Spring Convention.

Revision #1 strikes a discussion of election of student trustees from the Bylaws section that describes elements of regional conferences.

Revision #2 moves that idea (election of student trustees) to a description of what the General Assembly of Delegates may do at the Spring Convention (and clarifies that the student trustees there elected will serve for the next twelve months, i.e., until the following year's Spring Convention).

Revision #3 makes reporting of the newly elected Student Trustees and alternates to the BOT and SAB presidents the responsibility of the chapter hosting the Spring Convention. This is a reasonable shift of responsibility, since (a) our Standing Rules actually already called for this (though, in doing so, they were in conflict with the Bylaws, which supersede them), and (b) student members of the host chapter will preside over the General Assembly of Delegates at the Spring Convention, so will be the best placed persons to make this report (rather than the SAB VP and VP-Elect, who will be in the Advisor Meeting rather than the General Assembly).

Revision #4 eliminates the now-moot reporting duties that the VP and the VP-Elect had in their capacity as chairs of the regional conferences.

See the table, below, for a comparison of current wording to proposed revisions.

Section	Current Bylaws Wording	Proposed Revision
Article V, Section 4, item e (page 7)	The General Assembly of Delegates at a Regional Conference shall elect the student representative and alternate from its region to serve on the Board of Trustees of Alpha Gamma Sigma, Incorporated, for the next calendar year.	The General Assembly of Delegates at a Regional Conference shall elect the student representative and alternate from its region to serve on the Board of Trustees of Alpha Gamma Sigma, Incorporated, for the next calendar year.
Article V, Section 5, item c (page 7)	The General Assembly of Delegates at the State Convention may be called to order to (1) discuss matters of common concern to all chapters, (2) pass motions and resolutions of a non-	The General Assembly of Delegates at the State Convention may be called to order to (1) elect one student representative and one alternate from the Northern Region and one

	<p>political nature binding only to the student organization of the chapters and not conflict with these bylaws, or (3) initiate amendments to these bylaws according to the procedures prescribed in Article IX.</p>	<p>student representative and one alternate from the Southern Region to serve on the Board of Trustees of Alpha Gamma Sigma, Incorporated, for the next twelve months, (4) (2) discuss matters of common concern to all chapters, (2) (3) pass motions and resolutions of a non-political nature binding only to the student organization of the chapters and not conflict with these bylaws, or (3) (4) initiate amendments to these bylaws according to the procedures prescribed in Article IX.</p>
<p>Article V, Section 5, item e (new)</p>		<p>The chapter hosting the Spring Convention shall submit the name and contact information of the two newly elected Trustees, along with those of the two alternates, to the presidents of the State Advisory Board and the Board of Trustees. It shall be the board presidents' responsibility to 1) inform each Trustee or alternate of the meeting times, dates, and places, and 2) furnish each Trustee or alternate with current Bylaws, a meeting Agenda, Minutes, and financial reports.</p>
<p>Article VI, Section 2, item g (page 10)</p>	<p>g. As Northern and Southern Regional Chairs, the Vice-President and the Vice-President Elect shall:</p> <ol style="list-style-type: none"> 1. Preside at the Advisors' meetings at the Regional Conferences. 2. Make certain that the chapters assigned to host the Regional Conferences have begun preparations for them at least six weeks before their scheduled dates. 3. At the Regional Conferences, receive corrections to the State Advisory Board Directory from advisors present. 4. Immediately after the Regional Conferences: <ol style="list-style-type: none"> a) Provide the Secretary of Extension and Eligibility with a list of chapters that sent delegates and advisors to their Regional Conferences. 	<p>g. As Northern and Southern Regional Chairs, the Vice-President and the Vice-President Elect shall:</p> <ol style="list-style-type: none"> 1. Preside at the Advisors' meetings at the Regional Conferences. 2. Make certain that the chapters assigned to host the Regional Conferences have begun preparations for them at least six weeks before their scheduled dates. 3. At the Regional Conferences, receive corrections to the State Advisory Board Directory from advisors present. 4. Immediately after the Regional Conferences: <ol style="list-style-type: none"> a) Provide the Secretary of Extension and Eligibility with a list of chapters that sent delegates and advisors to their Regional Conferences.

	<p>b) Report to the President of the Board of Trustees the names, college names, home addresses and Social Security numbers of the newly elected student members of that Board and their alternates.</p> <p>c) Transmit corrections to the State Advisory Board Directory to the Directory Editor.</p>	<p>b) Report to the President of the Board of Trustees the names, college names, home addresses and Social Security numbers of the newly elected student members of that Board and their alternates.</p> <p>e) b) Transmit corrections to the State Advisory Board Directory to the Directory Editor.</p>
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B. Bylaws Amendment on Balloting: MOTION #6) Chris Gilbert moved that the State Advisory Board amend the Bylaws of AGS, Inc. in the following two ways:

(1) Revise Article VI, Section 2, item d.3 to say: “Mail or email bylaws ratification ballots to chapters in good standing within one month of Advisory Board approval of a proposed amendment, announce the postmark and email deadline for returning the ballots as one week before the next Advisory Board Meeting, receive and tally ballots, and report the results of the election at that meeting.”

(2) Revise Article IX, Section 6, to say: “The Advisory Board Secretary shall mail or email, receive and process bylaws ratification ballots in accordance with the provisions of Article VI, Section 2, Paragraph ‘d’, and Item 3.” Andrew Kindon seconded the motion. (MOTION #6 CARRIED.)

Reason:

It is impractical to continue to require Bylaws’ amendments to be ratified by a mailed ballot, especially when such ratification requires a two-thirds vote of all chapters in good standing. These two revisions to the Bylaws leave open the possibility of a mailed ballot but also allow such balloting to take place by email.

Revision 1 adds the possibility of an email ballot to the description of balloting in the list of duties falling to the office of Secretary.

Revision 2 adds the possibility of an email ballot to the Bylaws section that describes how the Bylaws may be amended.

See the table, below, for a comparison of current wording to proposed revisions.

Section	Current Bylaws Wording	Proposed Revision
VI.2.d.3	Mail bylaws ratification ballots to chapters in good standing within one month of Advisory Board approval of a proposed amendment, announce the postmark deadline for returning the ballots as one week before the next Advisory Board Meeting, receive and tally ballots, and report the results of the election at that meeting.	Mail or email bylaws ratification ballots to chapters in good standing within one month of Advisory Board approval of a proposed amendment, announce the postmark and email deadline for returning the ballots as one week before the next Advisory Board Meeting, receive and tally ballots, and

		report the results of the election at that meeting.
IX.6	The Advisory Board Secretary shall mail, receive and process bylaws ratification ballots in accordance with the provisions of Article VI, Section 2, Paragraph “d”, and Item 3.	The Advisory Board Secretary shall mail or email , receive and process bylaws ratification ballots in accordance with the provisions of Article VI, Section 2, Paragraph “d”, and Item 3.

C. Temporary Suspension of Bylaws Article IX: MOTION #7) Chris Gilbert moved that the SAB temporarily suspend Bylaws article IX so that any amendments approved at today’s FAM can be ratified by email vote rather than by regular mail. Andrew Kindon seconded the motion. (MOTION #7 CARRIED.)

President Joe Reyes decided that we would have a lunch break from 12:00 PM until 12:50 PM. Ashley McHale noted that she would not be returning for the afternoon portion of the meeting and that her co-advisor David Powers would make her report. Kweku Williams said he would also not be returning because he had to help his wife with their new baby.

AFTERNOON SESSION ATTENDANCE: Highlighted advisors followed instructions and checked in via Chat.

- ALLAN HANCOCK: James Houlis
- ANTELOPE VALLEY COLLEGE: Matthew Jaffe
- CERRITOS COLLEGE: Jerry Ramos
- CHABOT COLLEGE: Lisa Carlsen
- CITRUS COLLEGE: Raquel Gutierrez, Denise Kaisler
- CITY COLLEGE OF SAN FRANCISCO: Joe Reyes
- COLLEGE OF SAN MATEO: Ron Andrade
- CUESTA COLLEGE: Chris Gilbert
- DIABLO VALLEY COLLEGE: Ian Thomas-Bignami
- FRESNO CITY COLLEGE: McKayla Stehr
- FULLERTON COLLEGE: Nick Arman
- GOLDEN WEST COLLEGE: Valerie Venegas
- LAS POSITAS COLLEGE: David Powers, Ashley McHale
- LOS ANGELES PIERCE COLLEGE: Kaycea Campbell, Lisa Valdez
- LOS MEDANOS COLLEGE: Ozlem Guclu
- MOUNT SAN ANTONIO COLLEGE: Regina Martinez
- ORANGE COAST COLLEGE: Teresa Scarbrough
- RIO HONDO COLLEGE: Alan Archambault, David Tieu
- RIVERSIDE CITY COLLEGE: Kweku Afrim Williams
- SADDLEBACK COLLEGE: Alannah Rosenberg
- SAN BERNADINO VALLEY COLLEGE: Michael Levine
- SANTA ANA COLLEGE: Sara Kelley, Beatriz Villa
- SANTA MONICA: Terry Green, John Quevedo
- WEST LOS ANGELES COLLEGE: Thomas Harjuno
- WEST VALLEY COLLEGE: Andrew Kindon

President Joe Reyes reconvened the meeting at 12:50 PM.

D. Chapter Recruitment/ Revitalization: Joe Reyes told us that California has more than 100 community colleges, but we are down to just 34 AGS chapters. Many of us wanted to see us to a better job of chapter recruitment and revitalize Alpha Gamma Sigma and increase the number of chapters and number of students in our organization. (This topic came up in the Board of Trustees meeting earlier today.) 1) John Quevedo talked about a way to increase chapter membership. He mentioned that Santa Monica College sent out an email blast to those eligible for AGS (about 5,000 students) and it allowed his chapter to diversify and increase membership of Hispanic and African- American students. He said the SMC chapter had about 250 students this semester and was having virtual volunteering events and socials. 2) Andrew Kindon, as our Advisory Board Directory Editor, had created a new database using a Google form, as noted earlier. As a result, he said our advisor list had dropped from 131 to 64 with just 34 chapters remaining. (It was possible that some advisors had not filled out the Google Form yet, and that would have meant that they did not know about this Fall Advisory Board meeting.) 3) Kaycea Campbell, our State Treasurer, said that she had seen a huge drop in our membership which had affected our financial stability as an organization with less money coming in for scholarships. 4) It was noted that we had 100 colleges with chapters at one time or another, but many of them were not in good standing and many more were no longer functioning. Some may be functioning but not communicating with us.

5) Everyone agreed that we needed to reach out to colleges throughout the state to increase our number of chapters and revitalize Alpha Gamma Sigma. It was suggested that a small committee be formed to tackle this problem. Chris Gilbert thought a bigger committee was needed with so many colleges that need to be contacted. Nick Arman recommended that we not use the word committee but call whatever is organized a working group. With 115 community colleges it was recommended that the state be divided up into regions to break up the major task of contacting so many schools. Joe Reyes told us that he had already reached out to the College of the Sequoias and would continue to do so as he has contacts in that area of Northern California. **MOTION #8** **Chris Gilbert moved that we form a workgroup to assist the Secretary of Extension and Eligibility and that we take volunteers for that group at this meeting. (MOTION #8 CARRIED.)** The following advisors volunteered for the workgroup: Nick Arman, Kaycea Campbell, Lisa Carlsen, Chris Gilbert, Sarah Kelly, Andrew Kindon, Marwin Luminarias (Secretary of Extension and Eligibility), Jerry Ramos, Joe Reyes, Allannah Rosenberg, Ian Thomas-Bignami, and Lisa Valdez. The number of advisors volunteering for this important workgroup was phenomenal! The workgroup has the noble goal of getting more colleges involved in Alpha Gamma Sigma!

XI. Calendar Update:

Event	Date	College
2021 FAM (South)	October 2, 2021	Rio Hondo College
2021 Northern Regional Conference		Host and Registration: Delta College?
2021 Southern Regional Conference	October 30, 2021 (tentative)	Host and Registration: Pasadena College
2022 Spring Convention	April 15-17, 2022	Host: Las Positas College

(North) Sacramento, CA		Registration: Merced College?
2022 FAM (North)	October 1, 2022	Host: Diablo Valley College
2022 Northern Regional Conference		Host and Registration: Merced College
2022 Southern Regional Conference		Host: Orange Coast College Registration: Saddleback College
2023 Spring Convention	April 28-30, 2023	
2023 FAM (South)	October 7, 2023	Host: West Los Angeles College
2023 Northern Regional Conference		Host and Registration: Las Positas College
2023 Southern Regional Conference		Host: Registration:
2024 Spring Convention (North)	April 19-21, 2024	
2024 FAM (North)	October 5, 2024	Host: Las Positas College
2024 Northern Regional Conference		Host: City College of San Francisco
2024 Southern Regional Conference		
2025 Spring Convention (South)	April 25-27, 2025	Host: Fullerton College Registration: Pierce College
2025 FAM (South)	October 4, 2025	Host: Saddleback College
2025 Northern Regional Conference		
2025 Southern Regional Conference		
2026 Spring Convention (North)	April 17-19, 2026	
2026 FAM (North)	October 3, 2026	
2027 FAM (South)		Host: Cerritos College

XII. Reports:

A. Board of Trustees Report: President of the Board of Trustees Valerie Venegas informed us that our Stifel Accounts had reached a value of more than \$1,000,000 which is pretty incredible! Our endowment fund has grown substantially since we hired Valerie Peterson, our financial advisor at Stifel. It was incredible that the donation by Kathleen D. Loly had grown almost thirty times what she gave us some decades ago. Valerie told us that because our endowment fund is in such good shape, the Board of Trustees voted to give the State Advisory Board operating budget \$40,000. Kaycea Campbell, our State Treasurer, explained that this money would be needed so that she would be able to take care of any contingencies at the Spring Convention in Sacramento

next year. This would allow her to have sufficient capital to pay the hotel if chapters were unable to get their checks to her in time. It would allow her to have the capital to cut the checks at the hotel to have them ready for the scholarship recipients Saturday night at the hotel. She noted that many of the recipients were quickly depositing their checks at recent conventions by simply taking pictures of their checks on their phones that night and immediately depositing them. Another reason that we needed to help Kaycea was that we were locked in to having a face-to-face convention in Sacramento next year. It is hard to predict what kind of attendance we would have because the pandemic is far from over at this time. If we had mediocre attendance or worse, we could suffer significant financial losses. The hope is that the pandemic would be more under control by next spring and students would be eager to come to our convention!

- B. SAB President Report:** Joe Reyes emphasized that he really wanted to see us revitalize our organization and get more colleges throughout the state to participate. He hoped we would see more colleges with AGS chapters and a major increase in our student memberships.
- C. SAB President-Elect Report:** Valerie Venegas commented on what a fine job Joe Reyes was doing at this meeting.
- D. SAB Vice-President Elect Report:** (North, TBD) We do not have a Vice-President Elect but we hope to find one at the upcoming Spring Convention.
- E. Secretary Report:** Terry Green congratulated Alan Archambault for his work on the agenda and for his hosting the Fall Advisory Board meeting.
- F. Treasurer Report:** Kaycea Campbell presented us with her report which I included in these minutes. On Page 1 she noted that chapters had until October 31st to pay their dues and not suffer any late fees. On Page 1 she also had a chart that indicated that in 2019-2020 we had a sharp decline in chapters that paid without question because of the pandemic. On page 2 she presented a financial scenario for 2022 that explained why she needed \$40,000 from the Board of Trustees at their meeting. It showed that our account balance was approximately \$83,000 but our minimum food and beverage costs would be \$72,398.95 and our possible scholarship expense might be \$50,000, so there would be a negative account balance of \$39,398.95. On Page 3 she had a chart showing that our overall membership seriously declined in 2019-2020 but bounced back somewhat in 2020-2021. On page 4 she had a chart that our scholarship contributions were way down in 2019-2020 but bounced back a bit in 2020-2021. Our decrease in memberships had really hurt the scholarship contributions we were getting from our chapters. On Page 5 she had a chart that indicated the chapters that had made state assessment scholarship donations and extra scholarship donations as well. On that page she congratulated those chapters who contributed beyond just their state assessments. On page 6 she had the room rates so that chapters could start planning how much money they would need to come to Sacramento in 2022. She indicated that it should be a terrific weekend and a great opportunity to visit our state capital.
- G. Vice-Treasurer Report:** No report
- H. Chair of Scholarships Report:** No report
- I. Vice-Chair of Scholarships and Awards:** No report
- J. Secretary of Extension and Eligibility Report:** It was noted that Marwin Luminarias who was absent was working on the list of the chapters that were in good standing.
- K. Secretary of Intercollegiate Relations Report:** No report

- L. Advisory Board Directory Editor Report:** Andrew Kindon again told us that he had scrapped the old database and had the new one in place. He mentioned that there may be some chapters who had not contributed do the new database and would need exemptions at the next state convention so their students would be able to earn scholarships. He said that when you want to send out a global email through him that you should have the exact text that you wanted to send out to the entire body sent to him. He would then be able to easily load it and send it out as a global email with not editing on his part.
- M. Website Committee Chair Report:** Sara Kelley indicated she would like to hook up the different chapter's social media sites to our website. She hoped chapters would send over links so it could be accomplished. Many chapters have social media sites and linking them up through our website might lead to better communication between chapters.
- N. Parliamentarian Report:** Chris Gilbert) told us he would email a ballot (1 vote per chapter) to ratify the Bylaws change in the motions that were made today. He would be giving chapters about one month to vote to ratify or not, and then if the changes were ratified, he would update the Bylaws accordingly. In the chapters that have more than one advisor, one advisor should be selected to email in the vote for his or her chapter.
- O. Publicity Chair Report:** No report
- P. Secretary of Standing Rules Report:** No report
- Q. Historian/Keeper of Records Report:** Lisa Valdez told us that she had been in the process of digitizing ten boxes of Alpha Gamma Sigma information and that she only had two boxes to complete. She indicated that at some point we would need to pay a small monthly fee for cloud storage and a permanent location for our data. This would allow all the different chapters to be able to access the information. She told us that she would bring a motion to pay for the cloud storage from our operational budget at a future meeting.
- XIII. Discussion (Non-Action Items): Increasing inter-chapter communication via a Shared Advisor Contact List and Shared Chapter Contact Web Site Page:** John Quevedo suggested that we use the website for better communication between advisors. He also suggested that our student trustees could be leaders in communication between chapters in each region. He thought the student trustees could work with the chapter presidents to facilitate better communication. He thought that the student trustees could also potentially manage the social media of the chapters in their region. Everyone agreed we needed to figure out how to maximize the benefits of social media for inter-chapter communication. (Note: Joe Reyes suggested earlier that our organization should have a presence on social media with either a Facebook or Instagram account.)
- XIV. Adjournment:** Joe Reyes adjourned the meeting at 2:27 PM.



Alpha Gamma Sigma, Inc.

The California Community College Scholastic Honor Society
Established 1926



FALL ADVISORY MEETING

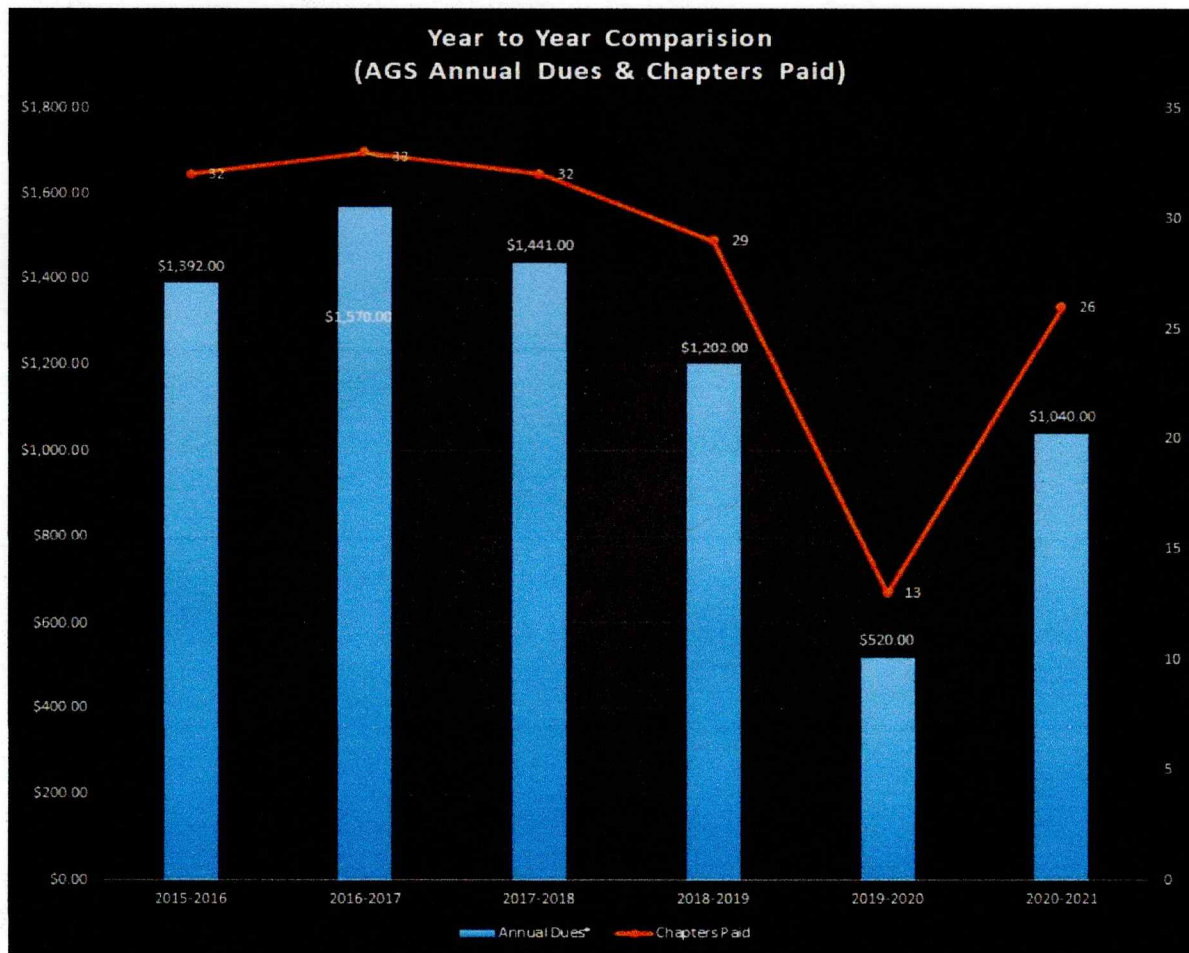
October 2, 2021

Online Meeting

FINANCIAL SNAPSHOT FOR AGS

Annual Dues/Chapter Payments

- Annual dues are collected by each chapter when dues forms are submitted. The total per chapter is \$40, and these dues are used to help run Alpha Gamma Sigma. Below is a year-to-year comparison of annual dues paid, as well as an estimate of the number of chapters who have paid. Note that chapters have until October 30, 2021, to submit dues forms without a late fee this year. This is not an estimate of the number of chapters in good standing (which may involve other requirements and should come from the Secretary of Eligibility). These are purely financial estimates for dues paid and the number of chapters who have paid dues.





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The California Community College Scholastic Honor Society
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2. With convention at DT Sacramento, we do have credit, so the prepayment of convention should not be stressful. However, for scholarship payments, the operational budget has been for the last two years paying for scholarships. With large bills likely for Convention, the BOT may need to look at investment streams and have scholarship monies sent BEFORE convention to ensure that the simultaneous paying of hotel bills, scholarship checks issued, and possibly low attendance and/or delayed payment for convention does not place finances in a crisis.

Based upon your detailed agenda, the food and beverage minimum for your event is \$54,125.00.

Please note that all food, beverage, audio visual, and room rental prices are subject to 23% service charge and 8.75% sales tax.

Financial Scenario (2022)

Account Balance	83,000.00
Minimum Food & Beverage	72,398.95
Scholarship Estimate	50,000.00
Account Balance (Strain)	\$ (39,398.95)
Revenue (50% attendance)	52,500.00
Credit with DT Sacramento	20,000.00

**Question for BOT (Possibly a motion), how quickly can funds be issued to alleviate the operational “strain” if this scenario with slow convention receivables, but certain payables?

Recommendation from Treasurer: If there is a plan to help fund scholarships/bolster operational funds for scholarships, can this be voted on by BOT and the transfer timed to happen BEFORE convention.

Potential Motion: I hereby move that the BOT approves a payment of \$20,000 to the operational balance to fund scholarships for Convention 2022.

Bank Balance

Presented to the right is the bank balance. AGS has a business account with Wells Fargo and all funds are housed there. The bank balance is extracted from the latest bank statement. It should be noted that the higher balance is due to the absence of a withdrawal that is ordinarily done to purchase a Certificate of Deposit (CD) as investment instrument for scholarship funds. With the negative shock to the global economy, interest rates at an all-time low, and the SAB not meeting for Convention 2020 –

Bank Balance as of 9/16/21

Beginning Balance	82,801.27
Deposits/Credits	493.00
Withdrawals/Debits	-
Ending Balance	\$ 83,294.27
Average Ledger Balance this period	

this additional investment was not pursued. As such, there is a higher cash balance. With plans to return to DT Sacramento in-person in April 2022, the required payments will result in a large withdrawal and low balance if attendance is low and minimum food and beverage costs are required.



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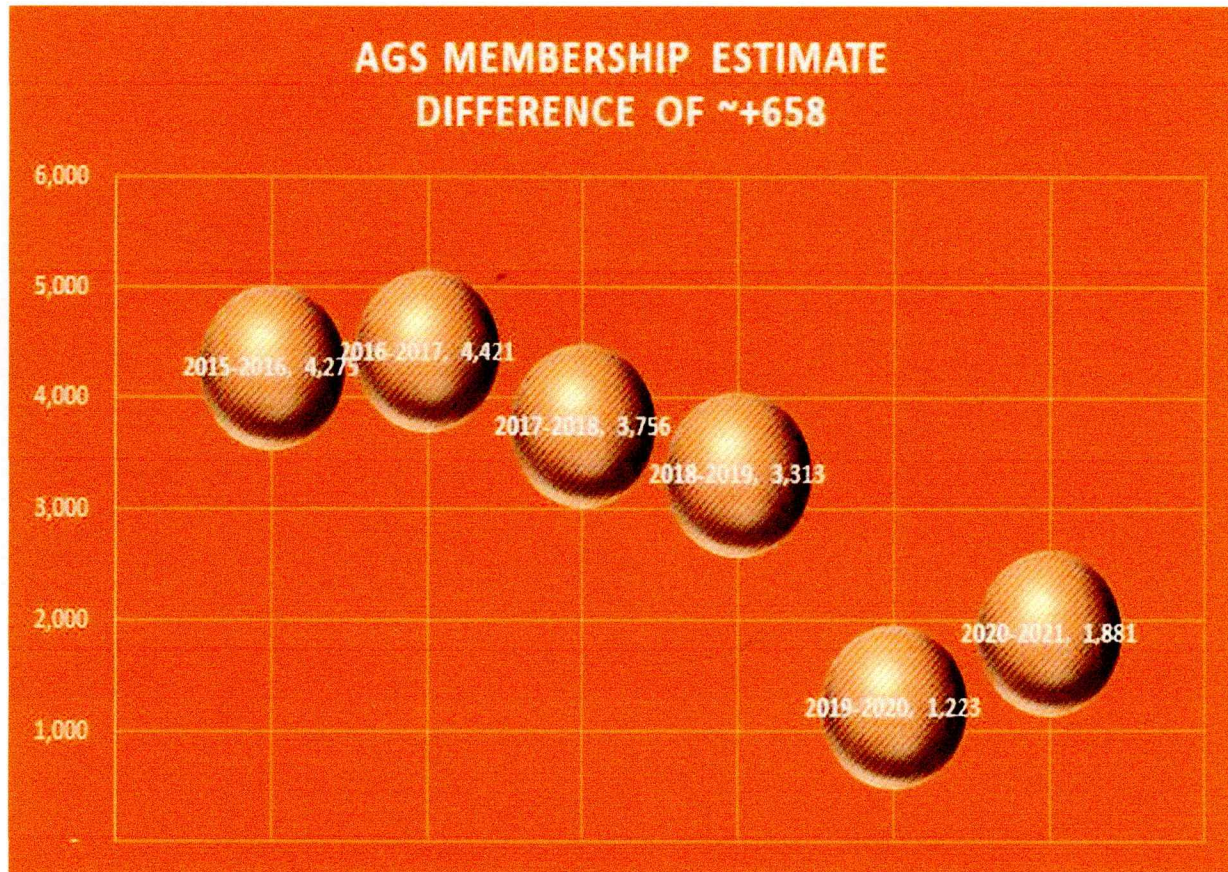
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Scholarships Donations/Contributions

Year over year scholarship contributions have improved by almost 60%. Chapters have been diligent in getting dues paid in a timely manner and membership has increased. We are not at the levels we are used to, but the improvement is worth noting. The major highlight is the difference in the State Scholarship Assessment – that the Scholarship Committee uses to fund all scholarships (except specific optional scholarship contributions), which stems directly from member counts across chapters (at \$7 per member). We also see the return of optional contributions from chapters above and beyond the state assessment for Bell, Coffey, Jackson, Mantovani, Taylor, Walsh, and General scholarship donations.

There is a direct link to the increase in membership for 2021 of 658 members when examining the improvements in scholarship donations.



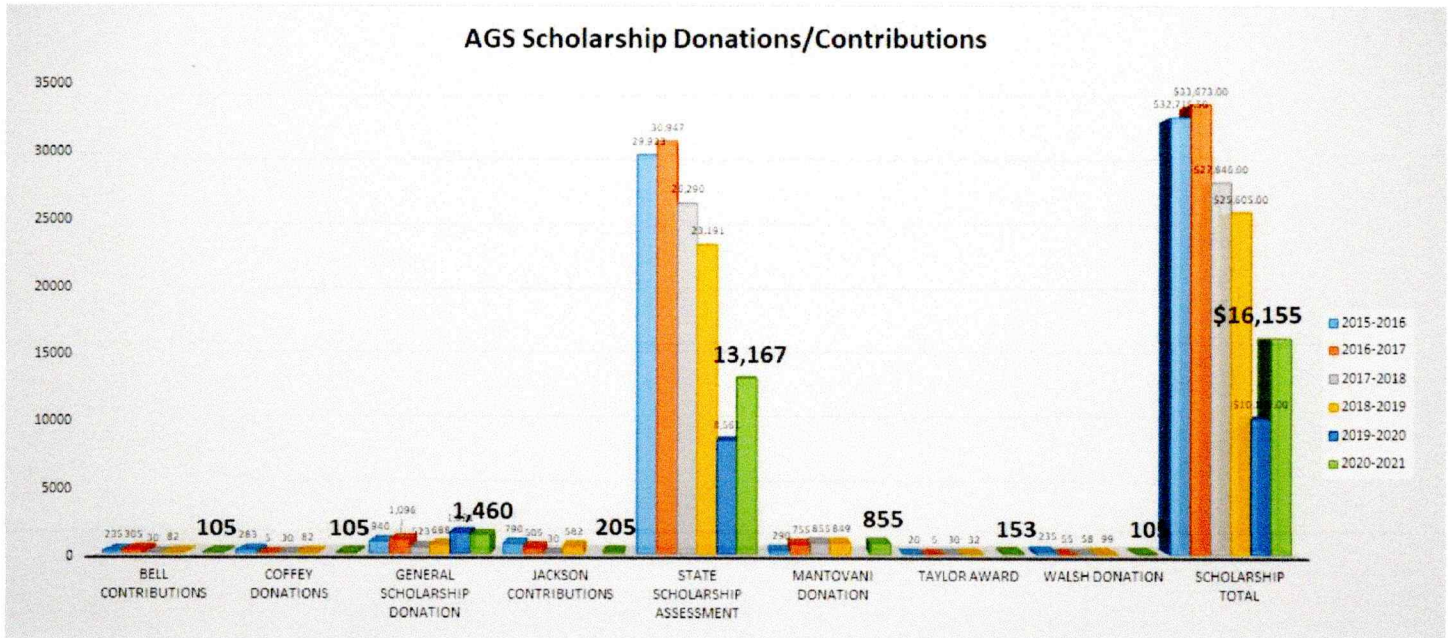


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All scholarship contributions, year-over-year are presented below (bold numbers are for 2020-2021).



Scholarship Assessment (\$)

Contributions/Funds	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Bell Contributions	235	305	30	82		105
Coffey Donations	283	5	30	82		105
General Scholarship Donation	940	1,096	523	688	1,621	1,460
Jackson Contributions	790	505	30	582		205
State Scholarship Assessment	29,923	30,947	26,290	23,191	8,561	13,167
Mantovani Donation	290	755	855	849		855
Taylor Award	20	5	30	32		153
Walsh Donation	235	55	58	99		105
Scholarship Total	\$ 32,716	\$ 33,673	\$ 27,846	\$ 25,605	\$ 10,182	\$ 16,155



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Scholarship Donations	
Chapter/School	
Donation: Bell Contributions	
	9/16/2021 Las Positas/Sigma Theta
	9/16/2021 Orange Coast/Alpha Kappa
Donation: Coffey Donations	
	9/16/2021 Las Positas/Sigma Theta
	9/16/2021 Orange Coast/Alpha Kappa
Donation: General Scholarship Donation	
	9/16/2021 Las Positas/Sigma Theta
	9/16/2021 San Bernardino/Delta
	9/16/2021 Pierce/Pi
	9/16/2021 Golden West/Sigma Pi
	9/16/2021 Orange Coast/Alpha Kappa
	9/16/2021 Allan Hancock/Aquarius
	9/16/2021 Santa Monica/Alpha Gamma
	9/16/2021 Citrus/Iota
	9/16/2021 Cuesta/Gamma Gamma
Donation: Jackson Contributions	
	9/16/2021 Las Positas/Sigma Theta
	9/16/2021 San Francisco/Omega
	9/16/2021 Orange Coast/Alpha Kappa
Donation: Mantovani Donation	
	9/16/2021 Las Positas/Sigma Theta
	9/16/2021 Orange Coast/Alpha Kappa
	9/16/2021 Long Beach/Kappa
Donation: Taylor Award	
	9/16/2021 Las Positas/Sigma Theta
	9/16/2021 San Francisco/Omega
	9/16/2021 Orange Coast/Alpha Kappa
Donation: Walsh Donation	
	9/16/2021 Las Positas/Sigma Theta
	9/16/2021 Orange Coast/Alpha Kappa

THANKS TO ALL CHAPTERS GETTING IN THEIR STATE ASSESSMENT AND CHECK IN. SPECIAL THANK YOU TO CHAPTERS WHO CONTRIBUTE BEYOND THE STATE ASSESSMENT AND INTO SCHOLARSHIP FUNDS. THE LIST OF CHAPTERS ARE ABOVE.



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DT SACRAMENTO CONVENTION

Room Arrangement	Current Price
4 Persons/2 Beds	\$245
3 Persons/2 Beds	\$265
2 Persons/2 Beds	\$300
1 Person/1 Bed	\$415
Drive-In Saturday Only	\$145
Banquet Guest Only	\$60

**** REMINDER TO CHAPTERS FOR SPRING 2022
CONVENTION, HERE ARE THE RATES. START
PLANNING NOW 😊**



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AGENDA MOTIONS

Convention Contracted Dates & Rates

DT Sacramento agreed to renegotiated rates with 2026 contract signed. They agreed to lower 2024 contracted rates (that was signed) and then have us sign the 2026 contract.

This is an **Amendment to Group Sales Event Agreement** ("Agreement") between CA Community College Alpha Gamma Sigma ("Group") and DoubleTree by Hilton Sacramento (the "Hotel") for the CA Community College Alpha Gamma Sigma ("Event") scheduled for April 19, 2024 - April 21, 2024.

The parties hereby agree to amend the Room Block provision as follows:

ORIGINAL ROOM BLOCK:

CA Community College Alpha Gamma Sigma						
	Run of House		2 Queen Beds, Deluxe Non Smoking		Parlor Suite	
	Rooms	Rate	Rooms	Rate	Rooms	Rate
Fri 04/19/2024	24	\$159.00	120	\$159.00	2	\$159.00
Sat 04/20/2024	24	\$159.00	120	\$159.00	2	\$159.00

TOTAL SLEEPING ROOM NIGHTS RESERVED: 340

REVISED ROOM BLOCK:

CA Community College Alpha Gamma Sigma						
	Run of House		2 Queen Beds, Deluxe Non Smoking		Parlor Suite	
	Rooms	Rate	Rooms	Rate	Rooms	Rate
Fri 04/19/2024	24	\$129.00	120	\$129.00	2	\$129.00
Sat 04/20/2024	24	\$129.00	120	\$129.00	2	\$129.00

TOTAL SLEEPING ROOM NIGHTS RESERVED: 340

All Group commitments and obligations in the Agreement based on revenue are amended to be based on the Revised Summary table above, including, but not limited to: Group room rate has been adjusted from \$159.00++ per night to \$129.00++ per night.

DT Ontario provided rates for 2025 and now have the contract for us to sign. The rates can change since they will be confirmed in 2024. Per the Director of Sales & Marketing, "the potential 5% increase per year for room rates and 6% for food and beverage make the rates higher than the contracted rates. I know in the past we have done multiple year agreements with prices pretty much set but due to COVID things have changed dramatically. We continue to see our costs of goods increase and some supplies are still very limited. This far out there is too much unknown to be able to lock in room rates and food and beverage pricing".

Motion to sign the DT Sacramento amended contract for 2024 for room rate changes.

Motion to sign the DT Ontario new contract for 2025 with adjustable rates for room, food, and beverage.

Motion to sign the DT Sacramento new contract for 2026.



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Hotel Fees Break-Down

Ontario

Sacramento

	2017	2019	2021 (Canceled) - No costs incurred	Contracted 2023 (4/28-4/30)	Proposed 2025 4/25-4/27 (Adjustable Contract)	2020 (Force Majeure) \$20,000 Deposit held	Contracted 2022 4/15-4/17	Contracted 2024 (Revised) 4/19-4/21	Proposed 2026 (Unsigned Contract)
Guestroom Rate	\$94.00+ tax	\$102.00+ tax	\$105.00+ tax	\$115.00+ tax	\$120.00 to \$138.92 + tax*****	\$106.00+ tax	\$119.00+ tax	\$159.00 tax \$129.00+ tax	\$159.00+ tax
Breakfast	\$20.64 inclusive*	\$21.82 inclusive**	\$17.10 exclusive service charge + tax	\$18.10 exclusive service charge + tax	\$19.00 to \$22.63 exclusive service charge + tax*****	\$24 inclusive***	\$23 inclusive***	\$23 inclusive***	
Lunch	\$30.63 inclusive*	\$32.39 inclusive**	\$25.38 exclusive service charge + tax	\$26.50 exclusive service charge + tax	\$28.00 to \$33.35 exclusive service charge + tax*****	\$38 inclusive***	\$31.50 inclusive***	\$31.50 inclusive***	
Dinner	\$42.62 inclusive*	\$45.06 inclusive**	\$35.31 exclusive service charge + tax	\$36.25 exclusive service charge + tax	\$37.50 to \$44.66 exclusive service charge + tax*****	\$49 inclusive***	\$41 inclusive***	\$41 inclusive***	
Audio Visual	with 21% service charge	Items contracted lower than 2017 pricing but with 22% service charge (utilization is now higher)	Items contracted lower than 2019 pricing but there is no service charge or tax included, which averages 22%	Increased utilization and higher prices expected		Increased utilization and higher prices expected	Increased utilization and higher prices expected	Asked for contract amendment so have 2026 contingent on better rates.	

*Inclusive of 21% service charge and 7.75% tax (2017)

**Inclusive of 22% service charge and 7.75% tax (2019)

***Inclusive of service charge and tax (TBD)

****Room rates will be confirmed by April 1, 2024. There will be no more than a 3-5% rate increase year over year based on market conditions.

*****Pricing will be confirmed by April 1, 2024. There will be no more than a 4%-6% increase year over year based on market conditions.