



**Antelope Valley College's
Associated Student Organization
Executive Council Meeting Minutes**
3041 West Avenue K, Lancaster, CA 93536
Friday, August 28, 2015
SSV-184, 8:30 – 10:30 am

NOTICE IS HEREBY GIVEN that the Executive Council of the Antelope Valley College will have a special meeting on August 28, 2015. Public testimony will be invited in conjunction with the discussion on each item. All Executive Council meetings are held in locations that are wheelchair accessible. For more information please contact Associated Student Organization President Shawn Smith at (661) 722-6300, ext. 6160.

****Teleconference Call-In Information****
Call-In Telephone Number: 1-719-785-4469, or 1-888-450-4821
Participant Passcode: 314418

I. ORGANIZATIONAL ITEMS

- 1.1 Call to Order 8:45am
- 1.2 Pledge of Allegiance led by Michelle
- 1.3 Roll Call

President- Shawn Smith- Absent
VP of Academic Affairs- Mara Javines- Present
VP of Student Services- VACANT
VP of Club Affairs- Noemi Bustamante- Present
VP of Palmdale Campus- Angelyn Ancheta- Present
Executive Director of Public Relations- Brenda Solis- Present
Executive Director of Special Programs- Christopher Turner- Present
Treasurer- Ho Young Moon- Proxy- Kimbirly Dolatowski
Secretary- Ani Alberkyan-Absent
Senator of Counseling and Matriculation- VACANT
Senator of Enrollment Services- Roxanna Vasquez- Present
Senator of Student Life and Services- NOT SWORN IN
Senator #1- VACANT
Senator #2- Jennifer Corona- Present
Senator #3-VACANT
Senator #4- Alex Nelms- Present
Senator #5- Hanna Spellmeyer- Absent

Membership is 12, Quorum is 7, 9 were present, Quorum is established.

Student Trustee- Kimbirly Dolatowski- Present

Guests included Michelle Arvizu, Richie Flores (rflores57@avc.edu), and Frida Gonzalez (fgonzalesorteg@avc.edu).

- 1.4 Adoption of the Agenda- Kimbirly Dolatowski moved to adopt the agenda for August 28, 2015. Christopher Turner seconded. Mara Javines moved to amend the agenda change 5.9 from to Student Leadership and Affirmative Consent Training, adding 5.10 ASO Officer Impeachment Process, add TCSAA Seesaw under ASO Events, and change item 3.3 ASO Grants to 3.4 ASO Grants, and under reports have the number items reflect the changes. Christopher Turner moved to amend the agenda with said items, Jennifer Corona seconded. Agenda was adopted with said amendments.

No objection to approving agenda with said amendments and carried.

- 1.4 Adoption of the minutes
Christopher Turner moved to approve minutes from August 19, 2015. Kimbirly Dolatowski seconded. No objection to approving the minutes.
- 1.6 Adoption of the Financial Report
Noemi Bustamante moved to table the Financial Report to next ASO meeting, Christopher Turner seconded. No objection. Motion carried.

II. PUBLIC FORUM

Richie Flores is a member of the public and AVC student. They are interested on serving on an ASO. Michelle as a member of the public is also an AVC student and wanted to serve on the ASO.

III. STANDING BUSINESS.

(20 MIN)

3.1 **ASO Appointments**

Committee Appointments

As an ASO officer, there is a requirement to sit on a participatory governance committee per the ASO Constitution. The following officers are currently appointed to the following committees:

- Academic Senate-Mara Javines and Shawn Smith as an Alternate
- Academic Policies and Procedures-Jennifer Corona
- Basic Skills- Alex Nelms
- Calendar Committee- Jennifer coats
- College Coordinating Council (CCC)- Shawn Smith
- Citizen's Oversight Committee-Kimbirly Dolatowski
- Equal Employment Opportunity Advisory (EEO)- Christopher Turner.
- Foundation Board- Shawn Smith
- Marketing Committee- Brenda Solis
- Safety Committee- Jennifer Corona
- Strategic Planning Committee (SPC)- Noemi Bustamante and Joshuaree Dumas as an alternate
- Budget Committee- Ho Young Moon and Jennifer Coats as an alternate

Christopher Turner ratified committees mentioned, Kimbirly Dolatowski seconded. Alex Nelms requested to be placed on Honors Committee. Chair advised new appointments would be made after this motion.

Roll Call Vote-

Mara Javines- Unable to vote-Chair
Noemi Bustamante- AYE
Angelyn Ancheta - AYE
Brenda Solis- AYE
Christopher Turner- AYE
Kimbirly Dolatowski (Proxy) - AYE
Roxanna Vasquez- AYE
Jennifer Corona- AYE
Alex Nelms- AYE
8/0/0

Chair opened the floor to other officers and members of the public to join committees. Chair listed which committees were still open and available. Shawn Smith will sit on Enrollment Management until the Senator position for Enrollment Services is filled.

New Committee appointments.

-ITS - Richie Flores requested to sit on ITS committee. ITS meets 2nd Thursday at 2pm. More details to follow.

-Honors Committee – Alex Nelms requested to sit on Honors Committee.

Christopher Turner moved to ratify new appointments, Kimbirly Dolatowski seconded.

Roll Call Vote-

Mara Javines- Unable to vote-Chair

Noemi Bustamante- AYE

Angelyn Ancheta - AYE

Brenda Solis- AYE

Christopher Turner- AYE

Kimbirly Dolatowski (Proxy) - AYE

Roxanna Vasquez- AYE

Jennifer Corona- AYE

Alex Nelms- AYE

8/0/0 Motion carried.

New applicants Deshanna Bradford and Dolores Avendano applied for the VP of Student Services position. The item was placed on hold for Deshanna Bradford. Dolores Avendano was deemed ineligible for the position.

VP of Student Services

-Deshanna Bradford provided a brief introduction and plans for succeeding with the ASO.

Mara Javines moved to appoint Deshanna Bradford to the position of VP of Student Services.

Kimbirly Dolatowski moved to ratify Deshanna Bradford's position of VP of Student Services.

Christopher Turner seconded. Chair asked for roll call vote.

Roll Call Vote-

Mara Javines- Unable to vote-Chair

Noemi Bustamante- AYE

Angelyn Ancheta - AYE

Brenda Solis- Abstain

Christopher Turner- AYE

Kimbirly Dolatowski (Proxy) - AYE

Roxanna Vasquez- AYE

Jennifer Corona- AYE

Alex Nelms- AYE

7/0/1 Motion carried.

Kimbirly Dolatowski moved to revisit roll call at 9:16 am, Jennifer Corona seconded. No objection

President- Shawn Smith- Present

VP of Academic Affairs- Mara Javines- Present

VP of Student Services- VACANT

VP of Club Affairs- Noemi Bustamante- Present

VP of Palmdale Campus- Angelyn Ancheta- Present

Executive Director of Public Relations- Brenda Solis- Present

Executive Director of Special Programs- Christopher Turner- Present
Treasurer- Ho Young Moon- Proxy- Kimbirly Dolatowski
Secretary- Ani Alberkyan-Absent
Senator of Counseling and Matriculation- VACANT
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Senator #3-VACANT
Senator #4- Alex Nelms- Present
Senator #5- Hanna Spellmeyer- Present

Membership is 12, Quorum is 7, 11 were present, Quorum is established.

Student Trustee- Kimbirly Dolatowski- Present

-Activities Committee

President Shawn Smith discussed new Yolo campaign that moves toward health and fitness. Shawn Smith is looking to create ASO and SAC physically fit activities.

Christopher Turner moved to create ad hoc committee for activities and fitness, Brenda Solis seconded. Motion carried, 10/0/0.

3.2 SSSCC and Region VI Update **SSSSCC Report to Antelope Valley College ASO**

Region VI Sen. Mara Javines
August 28, 2015

Since the last ASO meeting where a SSSCC report was given ([Aug 4](#)), no SSSCC Council meeting was held. The next SSSCC Council meeting shall take place on September 12 and 13 in Sacramento, CA. In order to receive updates on the Council Meetings, special events, general assembly, and SSSCC internal operating committee (abbreviated as "IOCs") meeting times, student leaders and interested parties subscribe to the [SSSSCC ListServ](#). The ListServ is essentially a mailing list where you will keep up to the operations of the statewide organization that represents and advocates on behalf of all 2.6 million community college students.

The following are highlights of what has happened between August 4 and 27th and reminders from what has happened since the beginning of the SSSCC term.

Board of Governors Application

The Board of Governors student representative position application is still open and can be found [here](#). The application shall close on September 8, 2015 at 11:59 PM. Students are advised to complete the application right away.

Internal Operating Committees

The following IOCs have met within the last month along with a short list of topics discussed.

- **Communications:** SSSCC website, new logo and re-branding, sending out a SSSCC newsletter (English & Spanish) with themes for each one, strategic planning, and general directory.
- **Equity & Diversity:** Goals and prioritization, outreach, working with and supporting caucuses, breakout session at General Assembly, and utilizing Facebook.
- **General Assembly Planning Committee:** Possible breakout topics, food sources, keynote speakers, future GA locations, budget, and price. November 13-15, 2015 in Sacramento, CA.

- **Relations with Local Senates:** Best practices library, ASO visits, distinctions between RLS & Comms committee, and members of the public's SSCCC conflicts.
- **Resolutions:** Submission procedures and sunseting resolutions.
- **Rules:** Revision of elections procedures & Policy 6600, and a constitution revision timeline.
- **Sustainability:** Sustainability breakout session at General Assembly, presentation in Council meeting, strategy and goals, and possibly purchasing reusable materials like mugs, cups, and bags for sale.

These committees are open to members of the public and can find more information on the student senate website www.studentsenateccc.org

Shawn Smith advised the next Region VI meeting will be at Taft College. Last Region VI meeting was cancelled.

3.3 ASO Events

Student resource fair will be held on September 2, 2015. Brenda Solis advised the resource flyer is good to go for distribution. Brenda advised ice cream will be given out for free and needs to be picked up day of event. Shawn Smith advised Dr. Beyer is impressed with work on the Student Resource Fair.

-General Assembly- Budget up to \$6,000.

Kimbirly Dolatowski moved to approve up to budget of \$6,000 from the Student Representation Fee for the Fall 2015 General Assembly, Hanna Spellmeyer seconded. Shawn Smith asked for roll call vote.

Shawn Smith- Unable to vote-Chair
 Mara Javines- AYE
 Noemi Bustamante- AYE
 Angelyn Ancheta - AYE
 Brenda Solis- Abstain
 Christopher Turner- AYE
 Kimbirly Dolatowski (Proxy) - AYE
 Roxanna Vasquez- AYE
 Jennifer Corona- AYE
 Alex Nelms- AYE
 Hanna Spellmeyer- AYE
 9/0/1

Discussion: Shawn Smith advised for those attending to have their ID's scanned. It was also discussed that the student David Durost has attended multiple conferences and did not bring back information from the conferences. Shawn Smith recommended allowing other student leaders who have not attended almost any conferences with the condition of bringing information back from the conference to share with AVC community. It was noted that Noemi Bustamante would like to attend the conference.

Christopher Turner moved for the reconsidered substituting David Durost for Noemi Bustamante to attend the General Assembly Conference. Seconded by Jennifer Corona

Discussion: Mara Javines advised reconsideration of David Durost excessive units should not be only factor but that someone who attends General Assembly will provide more resources to bring to AVC. How much has he brought back to AVC? Shawn Smith advised that David Durost has not brought much from the conferences he attended. Noemi Bustamante advised she has attended one General Assembly but is if any other student leader would like to attend, they are open for the position.

Angelyn Ancheta expressed interest to attend. Kimbirly Dolatowski advised Noemi Bustamante has brought resources back from General Assembly and Angelyn Ancheta will have the opportunity as a new leader to receive new information and build her leadership skills. Brenda Solis expressed interest to attend the General Assembly.

Three additional ASO officers expressed interest to attend the General Assembly: Deshanna Bradford, Brenda Solis, Angelyn Ancheta and substitute David Durost for Noemi Bustamante.

Christopher Turner moved to approve an additional \$3,000 out of Student Representation Fee for Deshanna Bradford, Brenda Solis, and Angelyn Ancheta to attend General Assembly and substitute Noemi Bustamante in place of David Durost, Jennifer Corona seconded the motion.

Discussion: Alex Nelms confirmed total amount budgeted is \$9,000. Shawn Smith confirmed.

Roll Call Vote:

Shawn Smith- Unable to vote-Chair
Mara Javines- AYE
Noemi Bustamante- AYE
Angelyn Ancheta - AYE
Brenda Solis- Abstain
Christopher Turner- AYE
Kimbirly Dolatowski (Proxy) - AYE
Roxanna Vasquez- AYE
Jennifer Corona- AYE
Alex Nelms- AYE
Hanna Spellmeyer- AYE
9/1/0

-Dress for Success

Shawn Smith asked if would like to decided on dates with council or send to committee. Council will set dates.

Shawn Smith discussed what Dress for Success event entails. Resembles a thrift store on campus providing discounts on clothes, shoes, and suits. All profits will go to Pantry.

Kimbirly Dolatowski suggested holding event near Job Readiness workshop September 9, 12pm-2pm but interferes Evening with the Arts. Dress for Success can be brought up at Job Readiness Workshop September 9 and announce the college job fair on September 23. A good date to have the event will be the week of the September 14th. It was noted to coincide with Community Day on Sept 16 on the Lancaster Campus.

Christopher Turner moved to have Dress for Success on September 15, in Lancaster and September 16, in Palmdale and November 18, in Lancaster and November 19 in Palmdale Noemi Bustamante seconded.

Discussion: Noemi Bustamante moved to amend previous motion to switch dates September 16 on Lancaster to coincide with Community Day. Kimbirly Dolatowski seconded motion. Motion carried.

Perfect motion: Hold Dress for Success on September 15 and November 19 on Palmdale Campus and September 16 and November 18 on Lancaster Campus. Motion carried.

**Brenda Solis Point of Personal Privilege- 9:41 am.

-ASO Hearts and Hands Pantry Sam's Club Event

Christopher Turner advised there is a meeting 9/4/15 to discuss arrangements of palettes. Dr. Zimmerman asked if there was a volunteer list for the event. Dr. Zimmerman advised to include all clubs for the volunteer opportunity.

-Fitness Day
Tabled

-CCCSSA?

San Jose trip there are no minutes to support the previous approval and budget. Shawn Smith requested to approve trip and up to budget.

Alex Nelms, Hanna Spellmeyer, Kimbirly Dolatowski, and Jennifer Corona.

Kimbirly Dolatowski moved to approve an up to budget of \$5,000 out of the Student Representation Fee for the CCCSSA conference on Oct 23-25, Mara Javines seconded.

Roll call vote:

Shawn Smith- Unable to vote-Chair

Mara Javines- AYE

Noemi Bustamante- AYE

Angelyn Ancheta - AYE

Brenda Solis- Point of Personal Privilege

Christopher Turner- AYE

Kimbirly Dolatowski (Proxy) - AYE

Roxanna Vasquez- AYE

Jennifer Corona- AYE

Alex Nelms- AYE

Hanna Spellmeyer- AYE

9/0/0

Nancy Blundell advised the trip request for trip has been sent and is too late to add Jennifer Corona.

3.4 ASO Grants

The ASO Executive Council will consider and potentially take action on any upcoming ASO sponsored events.

None

IV. UNFINISHED BUSINESS

(20 MIN)

4.1 ASO Slogan

Hanna Spellmeyer advised the Slogan committee accomplished all that can be done and recommended to be moved to advocacy committee if needed.

Christopher Turner moved to have ASO Slogan committee be moved to the Advocacy Committee to gather additional data, Jennifer Corona seconded. No objection. Motion carried.

4.2 Short Term and Long Term Goals

Christopher Turner moved to approve the ASO Working Draft Goals to ASO Actual Goals.

Kimbirly Dolatowski seconded. No objection. Motion carried.

4.2 Leadership Academy

Kimbirly Dolatowski moved to create ad hoc committee for the creation of the Leadership Academy committee, Christopher Turner seconded.

Discussion: Christopher Turner advised against the creation of a lot ad-hocs. Mara Javines agrees with him and advised that the advocacy committee has leadership covered and could be good for advocacy to work on. **Christopher Turner moved to amend previous motion to move the creation of the Leadership Academy to the Advocacy Committee, Hanna Spellmeyer seconded. No objection. Motion carried.

Perfecting motion. Create leadership academy through advocacy committee.

Discussion: Mara Javines invited all members to come to advocacy committee to help work on these items. No objection. Motion carried.

V. NEW BUSINESS

(45 MIN)

5.1 Fall Term Meeting Dates and Times

Many officers were unable to make most meetings set on Tuesdays or Thursdays. It was discussed to have two meetings and Thursday and one Friday to allow for officers to attend at least two meetings a month.

Christopher Turner moved 1st and 3rd Thursday from 4:30pm-6pm and 4th Friday of month from 8:30-10:30am. Kimbirly Dolatowski seconded.

Discussion: Mara Javines recommended to have a timeline that can be distributed and posted for the public to know when and where the meetings are being held.

No objection. Motion carried.

Christopher Turner moved to extend time for 10 minutes, Mara Javines seconded.

Discussion: Noemi Bustamante advised the ICC Event Committee will be starting their meeting in SSV 184 at 10:30am.

Hanna Spellmeyer and Noemi Bustamante oppose time extension.

Motion carried with two oppositions.

5.2 Fall Term Office Hours

Shawn Smith advised it is ideal for committees to work during the office hours and using a system to clock in and out for accountability purposes.

Christopher Turner moved to establish five hours per week with clocking in system, Noemi Bustamante seconded.

Discussion: Kimbirly Dolatowski requested clarification the offices hours are weekly or per semester.

Christopher Turner clarified motion to include 5 office hours per week.

No objection. Motion carried.

5.3 Academic Senate Presentations

ASO will present what ASO does for AVC and what all programs we have for student to be presented to the Academic Senate.

Kimbirly Dolatowski moved Academic Senate Presentations moved to advocacy committee.

Christopher Turner seconded. No objection. Motion carried.

5.4 Snapchat

Tabled to next meeting.

5.5 ASO Sticker Incentives

Christopher Turner moved the work on the ASO sticker incentive be moved to Budget Advisory Committee, Kimbirly Dolatowski seconded. No objection. Motion carried.

5.6 Veterans Club/Committee
Christopher Turner advised we are losing 20 veterans a day to suicide. Veteran success rate is extremely low. Christopher Turner requested to create an ad-hoc to research what Veterans need and program in place for campus. The goal would be collect information and data and what do you want to see in club/program/assist Veteran Resource Center. Jennifer Corona moved to establish an ad-hoc committee, Kimbirly Dolatowski seconded.
Discussion: Why not in have diversity & equity take this project? Christopher Turner advised this is too large of a project and wants personal attention brought to the research project.
No objection. Motion carried.

5.7 College Hearing Panels
Shawn Smith stated if you receive an email from Crystal Ellis you are required to respond as soon as possible.

**Alex Nelms Point of Privilege- 10:30am.

Jennifer Corona explained what student panel role. If a student is accused of breaking the AVC code of conduct, a panel is called to hear the student make their case and decided if the student should be suspended or expelled. The student panel makes recommendation to board and ultimately the board decides on the action. A new procedure will being where unless a student request a hearing, the board will directly make the decision without gathering the panel. Dr. Zimmerman advised if the panel is not being gathered then student representation is not being considered. The board will have sole input when considering consequences if a student chooses not to conduct a hearing. Jennifer Corona advised she ask for clarification from Dr. Vines and Crystal Ellis at the next panel meeting on September 11, 2015.

5.8 Yolo
Tabled to next meeting

5.9 Student Leadership Affirmative Consent
Shawn Smith suggested having sexual harassment training for all leaders as mandatory. He asked which committee to be assigned. Mara Javines asked if can be added to the Leadership Academy training held within the Advocacy Committee. Noemi Bustamante so moved, Mara Javines seconded.
No objection. Motion carried

5.10 ASO officer Impeachment process.
Shawn Smith discussed ASO Constitution Impeachment Process.
Article 1, impeachment, missed 3 or more meetings.

Shawn Smith recommended starting impeachment process for Ani Alberkyan. It was brought to the attention of President Shawn Smith her desire not be involved in the ASO as secretary by another student. She has missed all meetings during the summer and missed first fall meeting. No communication was received by Ani Alberkyan regarding absences. Shawn Smith's recommendation is to ask for Ani Alberkyan letter of resignation, and if not received to start the impeachment process. Noemi Bustamante so moved. Kimbirly Dolatowski seconded. No objection. Motion carried.

Mara Javines moved to extend time for 10 minutes, Hanna Spellmeyer second the motion.
3/3/0-
President Shawn Smith deciding factor voted yes. Time extended, motion carried.

6.1 ASO Committee Reports

Mara Javines provided report:

- **Oasis Committee - Selection of online orientation program:** The program's goal is to promote bystander awareness and prevention of discrimination and sexual violence. The task force is most likely going with Catharsis U. Their product and service fees come out to around \$8,500 for the year. The organization is willing to negotiate pricing. ****Note: Having an orientation program is one of the requirements to receive Title IX funding.*
- **SOAR Summer Bridge Training:** AVC Crisis Counselor Angelina Alvarez discussed her experience with orientation for SOAR students.
- Events
- September
 - **2:** Booth at ASO Resource Fair (1-3pm)
 - **16:** Booth at Community Day (11-1:30)
Information regarding Domestic Violence and Baby Safety
 - **20:** "Real Women Have Curves" (Time TBA)
play to be shown, deals with body image issues
 - **26:** Walk a Mile in Her Shoes (5pm)
nationally recognized event. Coincides with AVC football game vs. SMC
- October
 - **1:** Launch Healthy Relationships Contest
 - **1:** Online Safety Community Workshop (Time TBA)
 - **5:** Launch DV groups, every Monday (11-12pm)
 - **12:** Self Defense Workshop in Student Lounge (12-2pm)
 - **13:** Take Back the Night (5-7pm)
 - **21:** Let's Talk About Sex (2-4pm)
- November
 - **2:** Deadline for Healthy Relationships submission
 - **3:** Judging & set display for Healthy Relationships contest
 - **4:** Walk in Wednesday for Healthy Relationships contest
Announcement of contest winner
- Semester Goals
 - Bringing awareness
 - Providing support
 - Getting online training

Constitution and Bylaws will be presenting updates by the third ASO meeting.

6.2 MAPS Report

Christopher Turner advised MAPS has appointed their officers. They do have two committees: constitution and bylaws and mentee orientation. MAPS advertisement is all over campus.

6.3 Hearts and Hands Pantry Report

Christopher Turner advised it is a great chance for the ASO to volunteer and meet your constituents. It's a great opportunity to find out else they may need. Distributions will be Mondays and Thursday from 1-2pm. First grocery trip of the semester was great and under \$500. All ASO and members of the public are welcomed to help with events, distribution, grocery shopping, and stocking the pantry. If you would like more information, email Christopher Turner at cturner29@avc.edu.

6.4 Advisor's Report

Dr. Zimmerman advised to have the council come with concrete ideas and motions. It is the ASO obligation to fulfill staff for football games. We need students to work the ticket window and handle

money they must be fingerprinted and approved. We cannot run football without enough people and if staff needs to be hired, it comes from the profits.

6.5 Executive Board Reports
-Noemi Bustamante, VPCA

ICC will be ratifying their constitution and bylaws. The Summer Leadership retreat was a great event. Several students expressed the valuable information received and interest in the Leadership Academy. Club Rush was a success and flowed better without the requirements of having to play games for prize. Clubs received genuine interest in their clubs. The location for Club Rush received a lot of traffic. New clubs will be activating such as Sociology Club.

Christopher Turner EDSP

Expressed enthusiasm for having the Veterans Club is on the table.

Shawn Smith- No report on Board of Trustees meeting on August 10, 2015 due to his absence. ICC Summer Leadership Retreat was a huge success and would like similar training in spring. CCC meeting on Aug 12, 2015 discussed the new regulations and BP and AP.

Student Equity Retreat- Great retreat with multiple speakers,
ICC Meeting- Constitution and Bylaws were discussed

New Faculty Orientation- Get event to get to know new faculty and provide insight to the student life
Opening Day Lancaster- Thanked Chris and Hanna for their hard work. Although didn't achieve President's Goal of 100 veterans, we still have veterans attend and were on stage.

6.6 Senator Division or Department Reports
Tabled to next meeting

6.7 Student Trustee's Report
CASS official board meeting will be on Monday August 31, 2015. Kimbirly Dolatowski will be sending out agenda and teleconference information.

VII. COMMUNICATIONS FROM THE FLOOR (10 MIN)
Next ASO Meeting: September 3, 2015 at 4:30pm in SSV 184

VIII. ADJOURNMENT
Noemi Bustamante moved to adjourn meeting at 10:52 am, Kimbirly Dolatowski seconded. No objection.
Motion carried.