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**COMMUNICATIONS INTERCLUB COUNCIL**

**CALIFORNIA STATE UNIVERSITY, FULLERTON**

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| The following are the minutes (a summary of the participants’ discussions) of a regular meeting with notice to the CICC, California State University, Fullerton, a nonprofit council held at 800 N. State College Ave., TSU Ontiveros A, Fullerton, California on 01/27/2018. |

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| CALL TO ORDER  ROLL CALL  APPROVAL OF AGENDA  APPROVAL OF MINUTES  PUBLIC SPEAKER  FINANCIAL REPORT  TIME CERTAIN  UNFINISHED BUSINESS  OLD BUSINESS  NEW BUSINESS   1. **Presentation:**   **VP of Finance**  **“Finance Training and Tips”**   1. **Presentation: CICC**   **Chair**  **Refresher**   1. **PRSSA**   **Fall 2018 Kickoff**  REPORTS    AGENDA  ADJOURNMENT | Paola Delgado calls the meeting to order at 8:58 am  Members present: PRSSA(Caitlin), Ad Club(Chelsea), ETC(Arielle), NSSLHA(Deborah), SPJ(Katherine), LPH(David), FMAA(Greg), STANCE(Simone), SAA(Ariana), TR(Danielle), LJCSUF  Green highlights are tardy before approval of agenda.  Yellow highlights are tardy after approval of agenda.  Members absent: LJCSUF  Ex-officio members present: Quinones & Mumford  Ex-officio members absent:  A motion was made to approve the agenda by TR, and FMAA seconds.  A motion to suspend the minutes by STANCE, and FMAA  seconds.  none  8074 Contracts, Fees, Rentals: $8,000|8077 Travel: $10,000  None  None  None  Rosa shares that we have two sides to our budget. The A side is the funding for the Executive board. The B side is the funding for the college-based club. Broken into two line items 8074 and 8077. Our funds were cut $6,000 dollars compared to last year.  -8074 proposals should be made 2 weeks in advance. Presentation needs three different price cost options to share with the board. Presentations are needed after every event as well. All receipts from events go to Rosa. Receipt needs to be itemized and under the name of whoever needs to be reimbursed. B side has seen the biggest cut this year and have 6,000 dollars less than last year.  -8077 travel proposals should be made 1 month in advance. Regarding travel no individual may receive more than $500 per fiscal year. Active and Non-active status will determine limits. Funding process 3 step process the proposal, before departure and after the conference.  **Chair:** How to make proposals according to Robert’s Rules of Order.  Sharing how proposals pass and explaining the Bylaws.  A move to the following allocation to be approved for $433.83 by PRSSA and FMA seconded. PRSSA is having a kickoff event on September 5, 2018 from 7 p.m. -9 p.m. Presentation of new executive board sharing upcoming events and possible scholarships if available. They are expecting 200 members to come to this event.  Discussion: PRSSA will only be left with 96 sandwiches this would feed less than half of the people expected. Platters might be a more cost effective option with Subway. Subway location in Fullerton has shown with NSSLHA they are more cost effective and give free cookies.  Stance motions to amend amount from $433.83 down to $400 for cost effectiveness.  CICC: 10-0-0 Amendment Passes  CICC: 10-0-0 Allocation Passes  **Chair:** Welcomed everyone to the board. If anyone has any questions they can email Paola or go directly to her office hours after meeting. All information will be emailed to board directly following this meeting.  **Vice Chair of Finance:** 10,000 (Travel) dollars is allocated for the entire academic 2018-19 year.  **Director of Productions:** All documents/proposals for Monday’s council meeting must emailed to Erika no later than Friday at 11:59 p.m.  **Director of Administration:** Explained how to best be reached to maintain contact with each board member. Club representatives with 3 unexcused absences per semester will be suspended from member privilege. Tardiness is defined by not being present for roll call.  **Director of Communication**  Introduced herself and her position. Shared that she can help promote all clubs on campus through social media.  **Adviser**  -Outreach to Univ. Comm Quest FYE courses this Friday, August 31, 2018  -Speaking to Freshmen about leadership opportunities on campus  -Two outreach class times: 12:00 p.m. and 2:30 p.m.  -Clubs may bring in promotional items to give to students  -Sign-up sheet will be emailed to everyone  **Club Reps**  None  **ASI Reps**  Want to offer advice and input during discussion. Want to be seen as a resource and would like to meet with each member and learn more about each club. Shared business cards and contact information.  NSLAA will propose for their next speaker event September 19th.  AD Club will propose for their kick off on September 5th.  ETC will propose for their kick off on September 2nd.  Stance will propose for their next speaker event on September 13th.  A motion to adjourn the meeting was made by Paola (Chair) and ETC seconds at 10:03 a.m. |