



Palomar Transfer Students Association

Board Meeting Times: Thursdays

Start Time: 3:30 PM

End Time: 4:30 PM

Location: **MD-105** / [Zoom](#)

Email: PalomarTSA@gmail.com

Website: <https://www.palomar.edu/students/ptsa>

Chair:

President: Kengo Hotta **-P**

Vice-Chair:

Executive Vice President: Milos Vuskovic **-P**

Vice Presidents:

- VP of Events: Maya Paredes **-UEA**
- VP of Communication: Imm Tongsiri **-UEA**
- VP of Finance: Ryan Javier **-P**

Executive Associate:

Executive Associate: Erik Duarte **-EA**

Board:

ICC Representatives:

- Kengo Hotta
- TBD

Advisors:

- Brittany Wong **-P**
bwong@palomar.edu
- Destiny Costilow **-P**
dcostilow@palomar.edu

Palomar Transfer Students Association Board Meeting

Board meeting held on February 1st, 2024

1. CALL TO ORDER

- a. Call to Order **@3:36 PM**
- b. Roll Call
- c. Welcoming and Greeting
- d. Announcements
 - i. Beginning of semester

2. ORAL COMMUNICATIONS

- a. *Internal communications, each speaker shall be limited to 3 minutes*
 - i. N/A

3. OFFICIAL REPORTS

a. ICC Representative Report

- i. Erik Duarte **-N/A**

b. Treasurer's Report - Not Applicable

- i. VP of Finance, Ryan Javier

Brittany: The club should have at least \$150 in the funds.

4. Upcoming PTSA Events

- a. Club Rush—Tuesday, 2/6 and Wednesday, 2/7 from 10:00 to 14:00

5. Approval of Minutes

- a. Approval of [Minutes](#) from the Board meeting on December 5th

First: Ryan

Second: Milos

6. Action Items

- a. N/A

Palomar Transfer Students Association Board Meeting

7. **Topics of Discussion**

- a. Question to Brittany about item 2d(iii) from [events committee 11/28 minutes](#)

Brittany: There is no requirements for in-district travel, but is recommended to have more advisors

- b. Regarding Club Rush

- i. People who could help with popcorn prep

- ii. People who could help with tabling

Milos - Tuesday all day

Ryan - Wednesday until 1 PM

Announce in Discord for additional helpers

- iii. People who could help with table decoration

Meeting in Monday Afternoon in the Transfer Center after 12:30 to prepare for Club Rush

Motion to open voting for using PTSA funds–First: Ryan, Second: Milos

Approve to use maximum \$30 for Popcorn Oil by President Kengo Hotta–Board approves unanimously

Motion to open voting for using PTSA funds (second time) – First: Ryan, Second: Milos

Approve to use maximum \$70 for Cookies, Chips, Drinks–Board approves unanimously

Ryan: We should give out popcorns for free and ask for email for the wheel

Brittany: Ask Erik to see how much office supplies are available in the Transfer Center

Brittany: Ask ICC if there is a need for a facilitron request for pop-up tents

- c. Regarding Transfer Lounge

- i. Choose Date, time, location

Board agrees to: LRC 116 on Thursday, Feb. 29 from 14:00 to 16:00

Brittany: Will have alternatives in Library 4th floor

- ii. Methods of advertisement:

1. Palomar College Instagram

Brittany: Request has to be made a week ahead of time

2. Canvas Notification

Can be done on the TC page; ask Erik to do so

3. Schoolwide Email

Brittany can do it

Palomar Transfer Students Association Board Meeting

Ryan: Suggests to do the small flyers in the Student Union

Ask Brooke

Brittany: In-Class presentations

Ryan: Use A-Frames

iii. Discuss what to have

Bingo Ice-Breaker

Snacks, Drinks, Music

Destiny: Make a playlist for the Music

Brittany: Make a sign-up table with snacks, drinks, sign-in sheet

Kengo: Me and Imm will be making new flyers

End @ 4:26 PM