



APSA Executive Council Meeting

August 28th, 2024 @1:00pm, PBL (TBD) hybrid Google Meets

1. Call to order (1:12pm)
2. Roll call (2 min): Gauhar, Megan, Amy, Jin, Brent, Julie, Jayden, Kevin, Nathaniel
  - a. Regrets: Rebecca
3. Additions to the agenda (1 min)

**Motion:** To approve the agenda  
First: Brent, Second: Nathaniel
4. [Minutes of the last meeting](#) (1 min)

**Motion:** To approve the previous meeting minutes  
First: Jin, Second: Nathaniel

New Business:

5. Miscellaneous points about orientation - Julie (10 mins)
  - a. Description: Just a few housekeeping points / updates about APSA orientation. Assigning tasks to execs, as needed.
  - b. Notes: Ideally Execs please act as floaters throughout the day, come for check-in in the morning if you can. Intros for us all are at 9am so need to be there for that. Food delivery for volunteers will be around 11am to Katz main entrance so could use some help with that. Lunch for the students will be served at 12:30pm in the 2nd floor mezzanine area.
  - c. **ACTION ITEM:** VP Social(s) to print signs tonight to indicate the mezzanine area is booked for orientation  
Motion to move into camera  
First: Kevin, Second: Brent  
  
Motion to move out of camera  
First: Jin Second: Nathaniel
6. AGLC Raffle Licenses - Megan (5 mins)
  - a. Description: I checked the APSA mailbox a couple weeks ago and in it were some letters for both VP Finance and CAPSI Sr reminding them to submit financial reports for the \$20,000 or less raffle licenses as these are to be filed with AGLC "within 60 days from the end of the raffle license period." Going forward, this may be something to consider keeping on top of as in the letter it states that "the penalty for not filing this information could be the suspension of all future Raffle \$20,000 and less licenses."
  - b. **ACTION ITEM:** VP Admin to add to transition document to designate 1 Executive Member to be responsible for checking the APSA mailbox over the summers
  - c. **ACTION ITEM:** Going forward, VP Externals and VP Finance to add to their transition documents

to submit these financial reports to AGLC.

7. APSA Lounge Beautification Project - Nathaniel (10 mins)
  - a. Description: Brainstorming ideas for decor, layout, etc.
  - b. Notes: Trying to make the APSA lounge a bit more comfortable, adding a “coffee corner” and pictures. Suggestion to add class photos to the wall, possibly motion sensing low-light lamps. Budget ~\$200 from VP Student Services portfolio.
  - c. **ACTION ITEM:** VP Student Services to reach out to PQ+ editors about adding updating the class photos to their portfolio
8. Additions to the Agenda:
9. Adjournment (2:18pm)

**Motion:** To adjourn  
Brent, Julie