

**Classified Employees Council  
Regular Meeting  
Minutes for Thursday, January 19, 2006**

Members Present: Cheryl Ravens, Pat Roybal, Becky Steenburg, Bobbi Maul, Stacie Dove, Jeff Cook, Otis Hager. Members Absent: Ruby Sanchez

- I. **Call To Order** - The meeting was called to order by President Ravens at 2:05 p.m. in the Luther Bean Museum.
- II. **Minutes of Previous Meeting** – Due to time constraints, the minutes of the previous meeting will be approved by an email vote. Becky will solicit the vote.
- III. **Treasurer's Report** – As the treasurer position is currently under transition, this report will also be done by an email vote. Bobbi will obtain the report and solicit an email vote.
- IV. **Old Business**
  - a. **Holiday Food/Coat Drive and Baskets** – Cheryl recapped this information from her previous email as follows:
    - i. Five large boxes of coats were delivered to La Gente for the coat drive.
    - ii. Canned foods were delivered to our student effort on campus for distribution to those in need.
    - iii. Seven families were assisted by the holiday gift card from Safeway.
    - iv. Thank-you cards were sent to those who donated in large quantities.
    - v. Cheryl suggested we work closer with La Gente. This organization is run by an alumnus of ASC and works in tandem with La Puente.
  - b. **Appoint Treasurer** – Bobbi Maul has decided to continue as Scholarship Liaison because so much work needs to be done with that. The treasurer position should be fairly easy for a newcomer to the council.
  - c. **Fill technical vacancy** – Cheryl provided the attached list of technical employees from which to choose an appointment. It was decided that the new technical council member will be the new treasurer. Bobbi will fill-in in the meantime. Cheryl stated that Betsy Chacon has been asked and she is thinking about it. Cheryl also suggested Greg Cook and will approach him about it. Jeff will talk to Jackie.
  - d. **Fundraiser (Otis)** – An organizational committee meeting will be held Friday, January 20, 2006 in the Computing Services breakroom. Cheryl will send out a campus-wide reminder.
    - i. Otis said that we need fundraisers, event coordinators, public information people such as Cheryl and Pat, and other campus representatives. These people can then make their own subcommittees a necessary to successfully complete their tasks.
    - ii. Cheryl will invite an Associated Students & Faculty student representative, faculty representative and will solicit for an exempt staff representative.
- V. **New Business**
  - a. **Valentine Luncheon** – Cheryl shared that this annual event is being held on February 9, 2006 to coincide with the visit by the Board of Trustees.
    - i. Council needs to bring their food and get to the Luther Bean by about 10:30 a.m. or 11:00 a.m. to help set up. Door opens at 11:45 a.m. and the dessert auction starts at 12:30 p.m.
    - ii. The following schedule of tasks was put together by Becky and sent via email to all council members to that everyone knows the things for which they are responsible:

**CEC VALENTINE LUNCHEON CHECKLIST**

<b>Member</b>	<b>Task</b>
Cheryl.....	Setup Auctioneer, Contact <i>Back In Thyme</i>
Pat.....	Contact <i>Calvillos</i> , bring Sams Club warmer bags
Becky.....	Contact <i>Starbucks</i> , keep names of dessert donors, red snowflake decorations, check out the document on Publisher; check with Rodney on tablecloths; do W.O. for tables and chairs.
Bobbi.....	Dominoes breadsticks; P-Card Shopping - salad, dressing, punch ingredients; Dessert Cards; Contact Ninos; Her office will send flyers.
Stacie.....	Contact <i>Pizza Den</i> ; bring Sam's Club warmer bags; will do the flyer and bring signs
Otis.....	Raffle Cards;
Jeff.....	?
Ruby.....	?
EVERYONE	Tray of spaghetti; dessert optional

b. Meeting Attendance – Cheryl asked everyone to pay closer attention to meeting attendance. The work often falls on a few. Otis shared the challenge he often faces with his type of work but said that with enough notice he can try to schedule his work to avoid that conflict.

VI. **Next Meeting will be held** Thursday, February 23, 2006, place tba.

VII. **Adjourn** – Meeting was adjourned at 3:07 p.m

Respectfully Submitted,

Becky Steenburg, Secretary

## CEC Minutes Attachment:

CHACON BETSY L	B1C1TX	ACCOUNTING TECHNICIAN I
COOK GREGORY PAUL	B1C1TX	ACCOUNTING TECHNICIAN I
MASCARENAS CRYSTAL LYNNE	B1C1TX	ACCOUNTING TECHNICIAN I
VALDEZ MARIA	B1C1TX	ACCOUNTING TECHNICIAN I
GARCIA GARY P	B1C2XX	ACCOUNTING TECHNICIAN II
CHACON BENERANDA NORMA	B1C3XX	ACCOUNTING TECHNICIAN III
GIBSON SHIRLEY JEAN	B1C3XX	ACCOUNTING TECHNICIAN III
YUND JENNIFER	B1C3XX	ACCOUNTING TECHNICIAN III
BENTON-MAESTAS ANDREA D	H213XX	IT PROFESSIONAL I
HANSEN LOGAN	H213XX	IT PROFESSIONAL I
JOHNSON CHARLES FRANKLIN	H213XX	IT PROFESSIONAL I
MILLER CAMERON D	H213XX	IT PROFESSIONAL I
ROYBAL PATRICK L	H213XX	IT PROFESSIONAL I
WELCH RAY C	H214XX	IT PROFESSIONAL II
PEASLEY DAVID SAMUEL	H215XX	IT PROFESSIONAL III
DANIEL KEVIN	H212TX	IT TECHNICIAN II
NEWMYER DAVID ALLEN	H212TX	IT TECHNICIAN II
OLANCE CHRISTOPHER G	H212TX	IT TECHNICIAN II
GOODRICH MURLEEN KAY	G3C3XX	LIBRARY TECHNICIAN II
MELGARES KAREN	GC3CXX	LIBRARY TECHNICIAN II
RIZZI EVELYN	G3C3XX	LIBRARY TECHNICIAN II
VIGIL JACQUELINE A	D8G2XX	MATERIALS HANDLER II
VIGIL RENEE S	H4M2TX	TECHNICIAN II
DUNN PEGGY	H4M3XX	TECHNICIAN III