

**MEETING MINUTE OF ASSOCIATED STUDENTS OF THE**

**UNIVERSITY OF ARIZONA NEAR YOU NETWORK**

HELD ON FRIDAY, AUGUST 20, 2021 FROM 9:00 AM TO 10:00 AM

THROUGH ZOOM MEETINGS

*MEETING CALLED AT 9:10 AM (MST)*

**ROLL CALL**

- President- Kellie Kirsch- Present

- Executive Vice President- Kris Kelley – Present

- Administrative Vice President- Madison “Madzy” LaMonica - Present

- Administrative Assistant- Erin Sye - Present

- Treasurer- Open

- Sarah Wieland – Advisor – Present

- Michelle Menninger - Present

**GENERAL BUSINESS**

1. One-on-one meetings
* We discussed if we all had our one-on-one meetings and if we had all met with our equivalent board member from the previous board.
1. New employee checklist
* We discussed how far everyone was with their checklist and what everyone had left.
* We discussed where to email checklist completion.
1. DCC Forms
* We discussed where everyone was at with their DCC form’s and any issues we had with logging into UAccess Employee and problems with submitting Campus College Relationships.
1. Microsoft Sharepoint and Teams
* We discussed Microsoft Sharepoint and Teams and where general items were stored.
1. Future meetings
* Meetings will be held every other Friday for the first few months then they will be scheduled every month.
1. Facebook group and ASUA-NY gamenight
* Discussed the Facebook group and hosting a game night for distance and online students.
* Game night will be held on September 9th at 8pm

**NEXT MEETING DATE AND TIME**

* September 3rd, 2021, at 9:00 AM (MST)

*Meeting adjourned at 10:00 AM (MST)*

Minute Submitted by Erin Sye