

# Department of Event Programming

Executive Board of the Associated Students 90th Session

Minutes for Tuesday August 16<sup>th</sup>, 2022, at 3:00pm

Presidents Conference Room, 3<sup>rd</sup> Floor of the Joe Crowley Student Union & Zoom Meeting

Email Director Zamudio at @directorofprogrammingasun.unr.edu for more information

## 1. CALL MEETING TO ORDER

Director Zamudio called the Department of Event Programming meeting to order on August 16<sup>th</sup>, 2022, at 3:00pm via Room, 3<sup>rd</sup> Floor at the Joe Crowley Student Union. Presiding Secretary, Chavez

## 2. ROLL CALL

**Present:** Event Programmer De Freitas, Event Programmer Floratos, Event Programmer Guillen, Event Programmer Le, Event Programmer Sevy, Event Programmer Shaikh, Event Programmer Stevenson, Assistant Director Alquiza, Assistant Director Rice, Director Zamudio

**Absent Excused:** Event Programmer Murphy

A quorum was present.

## 3. PUBLIC COMMENT

No public comment at this time.

## 4. MINUTES

No minutes were approved at this time.

## 5. OLD BUSINESS

No old business was discussed at this time.

## 6. REPORTS

### a. Event Programmer De Freitas

- Event Programmer De Freitas stated went to SEAB for Undie Run but had many problems so they will change the path and send it back to SEAB. The Arch for Undie Run can in. For the new event they had been hard at work on it.
  - Director Zamudio stated Risk Management was debating the change of location.

### b. Event Programmer Floratos

- Event Programmer Floratos stated for Taste of Reno they were starting pay and get final things together.

### c. Event Programmer Guillen

- Event Programmer Guillen stated for Paint the N everything was great. Sound Body Sound Mind was ready to be approved.

### d. Event Programmer Le

- Event Programmer Le stated the paint for Paint the N would be picked up the following day, and they are hard work for all the events.
  - Director Zamudio asked if they needed help with the painting.
    - Programmer Le stated they should be good.



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Posted online at  
[www.nevadaasun.com](http://www.nevadaasun.com).

If you would like a copy of any of the agenda items listed, please contact Director Maria Zamudio at [directorofprogramming@asun.unr.edu](mailto:directorofprogramming@asun.unr.edu)

- Programmer Guillen stated they should be fine.
- e. Event Programmer Murphy
  - Event Programmer Murphy stated worked on little things.
- f. Event Programmer Sevy
  - Event Programmer Sevy stated they had to revise the map for undie run to get it approved. Marketing would be done the following day, they were just waiting for the mascots.
- g. Event Programmer Shaikh
  - Event Programmer Shaikh stated for Taste of Reno was almost completely settled. They need some volunteers for the event. The Blood Drive proposal was submitted.
    - Director Zamudio stated for the expectation for the volunteers if they could send them to her. Then she asked how they were to contact the community partners.
    - Programmer Shaikh stated since she was out of town, she would wait until she would be back in town to have a meeting.
    - Programmer Floratos stated they could be before the general meeting to discuss things and have Programmer Shaikh go alone.
    - Programmer Shaikh stated if that could not happen then she would just give Programmer Floratos the notes after.
    - Programmer Floratos stated even if they cannot have an in-person meeting, there should be an in-person Q&A before the event to set expectations.
- h. Event Programmer Stevenson
  - Event Programmer Stevenson stated met if MGC, set the time for them to be at Wolf it Down. She met with Programmer Shaikh for the Blood Drive and were able to submit the event proposal.
- i. Assistant Director Alquiza
  - Assistant Director Alquiza stated she finalized the marketing and the giveaway for Welcome Week. They were waiting for the contract to be signed to release the artist. Donations of sodas have been given. For everyone wanting to make TikTok's and Instagram Reels they would need to be done as soon as possible.
- j. Assistant Director Rice
  - Assistant Director Rice stated she had worked on the concert, the credit card requested for the sustainable utensil was approved and hopefully they would arrive on time. She met with Michael from Athletics to get the theme for the Homecoming Game, it was Silver Out. She asked questions to ask students after the events.
- k. Director Zamudio
  - Director Zamudio reminded everyone to put in payment requests. She stated she worked on the concert; they are waiting for the contract to be signed for them to be able to release the artist. She had been in contact with the Alumni Association for the event Pack Midtown, to try and get more students down there.

7. **NEW BUSINESS**

No new business at this time.

8. **PUBLIC COMMENT**

No public comment currently.

9. **ADJOURNMENT**

Director Zamudio adjourned the meeting at 3:28pm via Presidents Conference Room, 3<sup>rd</sup> Floor at the Joe Crowley Student Union.