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| President Edgar Ortiz chair@acm.csulb.org Vice-President Joshua Liong  Liong.Joshua@gmail.com Treasurer Alex Ortiz  aortiz1989@gmail.com Secretary Richard Wang  starcoremfb@gmail.com AESB Representative Paul Dulac  paul.dulac@hotmail.com Company Liaison Lynn Cherngchaosil  lhinlhin@hotmail.com Event Coordinator Johan Ochoa  jochoa@csulb.edu Fundraising Chair Juan Valle  jvalle213@gmail.com Historian Matt Sguerri  mattsguerri@gmail.com Librarian Ariana Aguirre  ariana.aguirre@gmail.com Marketing Chair Sal Llamas  lazyfoo@gmail.com Office Technician Frank Lima  ret.tech@gmail.com Vendor *Position Currently Vacant* Webmaster Alex Chavez  alex@alexchavez.net | Administrative Meeting Agenda September 22, 2010 at 12:00 PM in ENG2-105  1. **Call to Order** 2. **Roll Call of Officers** 3. **Approval of Agenda** 4. **Approval of Previous Meeting Minutes** 5. **Introductions:** Name, Major, Year, Interests 6. **Announcements**    1. IEEEXtreme 4.0 24-hour Programming Contest 7. **Faculty Advisor Report** 8. **Officer Reports** 9. **Committee Reports**    1. CSULB ACM Programming Team 10. **Ongoing Discussions**     1. MSDNAA Accounts     2. Paper Sale     3. Soda Sale     4. Records Keeping        1. Attendance Sheets, Agendas, Minutes, Charters, Financials, Etc. 11. **New Business**     1. Reimbursements        1. Paper     2. Vacant Officer Positions        1. AESB Representative: Paul Dulac        2. Librarian: Ariana Aguirre        3. Office Technician: Frank Lima        4. Vendor     3. Events        1. ACM-SWE Bonfire     4. Projects        1. Veterans Affairs Project        2. Game Development Team           1. Project TEAR           2. Project by Alex Ortiz        3. Web & Mobile Dev Team           1. Helping Hands           2. Project MAMO           3. Project by Alex Chavez 12. **Closing Comments** 13. **Adjournment**     1. Next Meetings        1. CSULB ACM Programming Team Thursday, September 23, 2010 in ECS-416        2. Administrative Meeting Wednesday, September 29, 2010 in ENG2-105 |