1. Call to order at **2:04pm**
	1. Roll call
		1. VP of Inter-Club Council Joshua Chin **- p**
		2. ICC Secretary Vacant
		3. ICC Finance Director Vacant
		4. ICC Outreach Director Vacant
		5. ICC Marketing Director Vacant
		6. ICC Media Coordinator Vacant
		7. ICC Events Coordinator Vacant
		8. ASFC ICC Advisor Victoria Strelnikova **- p**
	2. Approval of the Previous Minutes
		1. No previous minutes.
2. Public Comment
	1. Members of the public may make any announcements at this time. Announcements are limited to three minutes with no discussion.
		1. **No public comment.**
3. Executive Update
	1. The ASFC Inter-Club Council Board will provide a weekly update on ASFC Business pertaining to the ASFC Inter-Club Council. The Inter-Club Council Board consists of the VP of Inter-Club Council, the ICC Secretary, the ICC Finance Director, the ICC Outreach Director, the ICC Marketing Director, the ICC Media Coordinator, and the ICC Events Coordinator.
		1. **Report received.**
4. Advisor Update
	1. The ASFC Advisor(s) will provide a weekly update on ASFC Business pertaining to the ASFC Inter-Club Council.
		1. **Report received.**
5. Old Business
	1. No Old Business
		1. No report
6. New Business
	1. Pending ASFC Club Open Forum
		1. Any member of the public with the intention of activating a ASFC Club may share up to their name, their club(s) name, and one cool thing about their club(s).
			1. **Report received.**
	2. Parliamentary Procedure Basics
		1. The VP of ICC and the ASFC Secretary will review the basics on why we use Parliamentary Procedure, the Brown Act, and how to conduct motions.
			1. **Report received.**
7. Club Activation/Re-activation
	1. Any perspective club that is not currently active and has completed all the activation paperwork and submitted for this agenda will be eligible to make a motion for activation or reactivation.
		1. For the September 24th meeting no activations will be approved. During this meeting the process for Club Activation/Reactivation will be reviewed.
			1. **Report received.**
8. Fund Requests
	1. Any ASFC Club that has completed all the Fund Request paperwork and submitted for this agenda will be eligible to make a motion for to approve Fund Request(s).
		1. For the September 24th meeting no activations will be approved. During this meeting the process for Club Fund Requests will be reviewed.
			1. **Item tabled.**
9. Activity Petitions
	1. Any ASFC Club that has completed all the Activity Petition paperwork and submitted for this agenda will be eligible to make a motion for to approve Activity Petition(s).
		1. For the September 24th meeting no Activity Petitions will be approved. During this meeting the process for Activity Petitions will be reviewed.
			1. **Item tabled.**
10. Open Forum
	1. During Open Forum any member of the Foothill Community or the Public may have conversation about any topic pertaining to ASFC Clubs.
		1. **Report received.**
11. Announcements & Adjournment
	1. Announcements
		1. The member of the ASFC Inter Club Council will provide any announcements. The members of the Inter Club Council constitute the members of the ICC Board, ASFC Elected Members, ASFC Appointed Members, ASFC Agents, ASFC Lifetime Members and ASFC Club Representatives.
			1. **Report received.**
	2. Adjournment
		1. The Chair adjourned the meeting at **3:58pm**

**Notes Recorded During the Meeting**

Parliamentary Procedure or Parli Pro

Parly Pro is the way that governing bodies speak. Inter Club Council(ICC) is a sub-committee of Assocated Students of Foothill College (ASFC) which is a Foothill governing body. Parly Pro comes from **Roberts Rules of Order** which come from The Brown Act. **ASFC recommends that all club leadership receives training and reads Roberts Rules of Order.**

**Key notes**

All agenda must be posted in a public accessible space 72 hours before the meeting and minutes must be posted 96 hours after the meeting.

We will be going over how to write and post agendas and minutes during next weeks ICC meeting.

How to make a **motions**

1. Raise your hand and wait to be recognized by the chair (VP of ICC)
2. When called on make the motion
	1. **I, state your name, move to** **approve** the annual grant of $200 for the Desi Student Union on behalf of the \_\_\_\_\_\_\_ Club.
3. A motion needs a 2nd
4. The chair calls for discussion.
5. The chair calls for a vote