**WINTER QUARTER REPORT**

Session I

Name: Heidi Ngo

Title: Treasurer

1. **What were your major undertakings this quarter?**
	* Staying organized
	* Preparing for S&A
2. **What was your greatest accomplishment?**
	* My greatest accomplishment was my improvement from fall quarter, last quarter I struggled with organization and balancing ASG, but I stayed super organized during winter quarter, and I was also able to balance school with ASG.
3. **What were your goals for this quarter and how did you measure success in these endeavors?**
	* My goals were to prepare for S&A, have an organized method for keeping track of funding requests, and work more closely with other ASG officers.
		+ I spent winter break looking over documents for S&A, I spent the quarter keeping track of funding requests on a spreadsheet, I worked with Stephanie Nehema on creating and purchasing merchandise for the sustainability fair, I also worked with Isadora Silva during her first STF meeting.
4. **What barriers and/or difficulties did you face in implementing your goals this quarter? How do you plan to address these if they arise in the future?**
	* A barrier I faced during Winter Quarter was my own schedule, it was hard to balance ASG with school and mt extracurriculars.
		+ I addressed this issue by prioritizing what is important and putting those things first.
	* I also found it difficult to communicate with clubs about their funding requests prior to Board Meeting.
		+ Sienna Jarrard and Sean Behl started to implement weekly board meeting review sessions every Wednesday so that the whole board can look over funding requests a couple days beforehand, giving clubs time to prepare for questions we have way beforehand.
5. **What are your goals for Spring Quarter? How will you measure success in these?**
	* My goals for spring quarter are to stay organized, be on top of my schedule, work more closely with other ASG officers, schedule things accordingly, and work on S&A.
		+ I will measure these things by continuing to use the spreadsheet, checking my calendar frequently, reaching out to other officers whenever I can, and going to S&A meetings.
6. **How did you include and/or reach out to people external to ASG in your work (students, businesses, community organizations, student organizations, faculty, staff, etc.)?**
	* I reached out to other students at Bellevue College by communicating with clubs who request funding.