

**ALFSS E-Board Meeting Minutes**

**Monday, December 14<sup>th</sup>, 2020**

**5:00pm – 6:30pm**

**ZOOM:**

**<https://csusb.zoom.us/j/97408496542>**

**1. Approval of the Agenda (2 minutes)**

- a. Vilchis motions to approve the agenda. Canseco seconds. Amendment to make “Old Business” agenda item 5 and to include DEI Board updates under “Old Business”. Amendment passes. Agenda approved.

**2. Approval of the Minutes (2 minutes)**

- a. Canseco motions to approve the minutes. Alfaro seconds. Motion passes. Minutes approved.

**3. New Business (20 minutes)**

- a. Membership Updates
  - i. Gonzalez-Montelongo not present. There have been inquiries, but those not on payroll deduction still have no way to renew membership. Maybe have them pay through crowdfunding campaign?
  - ii. Board agrees that we should send out email to notify members who need to renew that we are working on online payment portal.
- b. Financial Report
  - i. Once we have the list of scholarship recipients, we will be moving funds from trust fund to scholarship fund (for AY 2021-2022).
  - ii. We have been reimbursed \$350.
- c. Scholarship Update
  - i. Scholarship committee met and will be moving forward with 8 scholarships of \$1000. Edgar is working with financial aid to gain access to the applications (they opened on December 1<sup>st</sup>). He contacted the previous scholarship chair to get to past rubric. Committee will be meeting again in January.
  - ii. Marketing for scholarships has not yet gone out, but Miranda and Edgar have worked together to come up with the marketing materials. Marketing campaign will start January.
  - iii. Deadline for applications is March.

**Action Items**

- d. Fall Event Report
  - i. Vilchis motions to have a deadline of January 22<sup>nd</sup> as a deadline for the Fall 2020 event reports and have them be presented on February 2<sup>nd</sup> at the first general meeting.
- e. Student Representative Vacancy
  - i. Please nominate a student representative.
- f. PeopleSoft Spring Events
  - i. EMS “room booking” to prevent conflicts on university schedule.
  - ii. Once we have a list of dates/times, we will

**4. Events Calendar (20 minutes)**

- a. December Social
- b. January General Meeting
  - i. McMahon motions to cancel general meeting and keep board meeting in January. Motion approved.
- c. Spring Event Leads
  - i. February – Happy Hour/Social with lotería
    - 1. Date: Thursday, February 25<sup>th</sup> at 5:00pm
  - ii. March – Women’s History Month Program
    - 1. Social media campaign instead of actual event
    - 2. Mujeres Mondays – highlight women on campus
  - iii. April – Paint Night Fundraiser
    - 1. Tuesday, April 13<sup>th</sup> at 5:00pm
  - iv. May – Latinx Grad Ceremony
    - 1. Saturday, May 15<sup>th</sup> at 10:00am
    - 2. Rosemary Zometa – tentative chair
  - v. Continuous – Spring Crowdfunding Campaign
    - 1. \$4,000 goal
    - 2. Really push this in every event

**5. Old Business (20 minutes)**

- a. President’s Diversity, Equity, and Inclusion (DEI) Board updates
- b. Lifetime Membership
  - i. Motion by Vilchis to table until Jonathan is present. Second by Canseco. Lifetime Membership tabled.
- c. Online Membership Dues
  - i. McMahon motions to submit all dues through crowdfunding for the time being until we get online membership payment set up. Vilchis seconds.
    - 1. Board will reach out to Jonathan with deadline of Friday, January 22<sup>nd</sup> to have the membership/payment portal set up, otherwise membership dues will be submitted through crowdfunding campaign.
    - 2. Board votes in favor. Motion passes.

**6. Officer Reports (10 minutes)**

- a. Monica McMahon, President

Leah Stiff will cancel the general meeting calendar invite for Jan 5

- b. Aurora Vilchis, Vice President
- c. Leah Stiff, Executive Secretary
- d. Ericka Saucedo, Treasurer
- e. Miranda Canseco, Director of Marketing
- f. Francisco Alfaro, Director of Programs
- g. Jonathan Gonzalez-Montelongo, Director of Membership
- h. Edgar Astorga, Director of Scholarships
- i. Rosemarie Valencia, Student Representative

**7. Discussion Topics (15 minutes)**

**8. Adjournment (1 minutes)**

- a. Vilchis motions to adjourn. Canseco seconds. Meeting adjourned.