

ALFSS E-Board Meeting Minutes
Monday, February 8th, 2021
5:00pm – 6:30pm
<https://csusb.zoom.us/j/97408496542>

- 1. Approval of the Agenda (2 minutes)**
 - a. Motion by Canseco. Second by Vilchis. Agenda approved.
- 2. Approval of the Minutes (2 minutes)**
 - a. Motion by Vilchis. Second by Canseco. Minutes approved.
- 3. Old Business (10 minutes)**
 - a. President's Diversity, Equity, and Inclusion (DEI) Board updates (if applicable)
 - i. Goal to engage incoming students of minority backgrounds (specifically alumni outreach) – McMahan advocated on behalf of ALFSS to be included in this objective.
 1. Vilchis feels this should be clarified with the DEI chairs on ALFSS place within the board.
- 4. New Business (25 minutes)**
 - a. Membership Updates
 - i. Coyote Connections
 1. Will Coyote Connection be based on current membership or can anyone join?
 - a. Vilchis assumed that we were not excluding non-members from Coyote Connection, but that we will outreach to those who request membership on Coyote Connection to encourage them to submit the official membership form.
 - b. McMahan agrees with this assumption. Listserv is designed for our official members.
 - c. Students can view all events even as non-members.
 - d. Board agrees to use the Coyote Connection as an informal membership roster, accepting non-dues-paying members.
 - ii. Donation Tiers
 1. In previous board meeting, it was discussed that we would use the initial Donation Circles as a baseline and Gonzalez-Montelongo would go in and refine these.

Action Items

McMahan will clarify with the DEI chairs.

2. Information about Donation Circles is under “Fall Fundraising” page on the website. Board suggests that the page on our website should be changed to “Fundraiser” and include all fundraising information.
 3. The issue brought before the board today is the brackets of donations (Donation Circles) and how to encourage donations on a regular basis as opposed to a one-time basis.
 4. Alfaro mentions that he would prefer to honor only those who make a donation specifically for the purpose of donating, not to purchase anything that happens to go to our donation fund (e.g. Calaveras)
 - a. Vilchis believes that those who donate via a fundraising event should still be honored because it’s not a set amount, it’s not a sale, it’s on a by-donation basis.
 - b. McMahan brings up that the Donation Circles are for dues-paying members. What if non-dues-paying members donate?
 5. Gonzalez-Montelongo did not view Donation Circles as an incentive for Membership, but as something separate from Membership outreach.
 6. Alfaro suggests that we do a yearly ceremony where we honor those who donate enough to land in one of the Donation Circles. Thus, we honor them on a yearly basis rather than veering toward a “lifetime membership.”
 - a. Vilchis reminds the board that the purpose of revisiting the Circles was to find a balance between a lifetime recognition for a one-time amount. Recognizing donors on a yearly basis would encourage them to continue giving.
 7. Stiff suggests forming a committee dedicated to this topic.
 8. Gonzalez-Montelongo motions for Alfaro and Gonzalez-Montelongo to co-chair a fundraising and membership committee.
 - a. Vilchis recommends that we have a targeted action plan for this committee. First meeting will be dedicated for this.
- iii. Membership Directory
1. “Membership Directory” page blank. Gonzalez-Montelongo motions that we update the membership

Gonzalez-Montelongo and Alfaro will schedule a meeting.

directory page on website. Vilchis seconds.

Discussion:

- a. We have a question on the membership form asking if they would want to be included on the membership directory on our website. How will we handle current members who don't go through that form?

- i. A membership form was sent out to all current members with this question included.

1. ALFSS: Current Membership Missing Information Qualtrics link:

http://csusb.az1.qualtrics.com/jfe/form/SV_0vTXHjYjtVRHmVT This link was used an email that was sent to alfss current membership on September 28, 2020.

1. ALFSS: Current Membership Missing Information Qualtrics link:
 - b. Vote: 7-0 (one abstains). Motion passes.

b. Financial Report

i. MPP for ALFSS

1. McMahon and board members met with Director of Philanthropic Giving to update form for grants/scholarships/UEC payroll deductions.
2. Dr. Olivares has to sign forms in a timely manner or it disappears from his requests. Thus, a delay. Forms do not need an MPP to sign, it only needs two board members' signatures. However, because board members do not stay the same, this could get confusing.

- a. Vilchis motions that this be President and Treasurer. Stiff seconds. Discussion:

- i. Vilchis suggests that we create a to-do list for incoming and outgoing board members during transition periods.

- ii. Vote: 7-0 (one abstains). Motion passes.

c. Engagement Fair

- i. Next Tuesday, February 16th from 12:00 – 12:50pm. Is ALFSS interested in tabling for this event? There was only 1 person in attendance at the last event.

1. Canseco asks if there is a website where we can add our information without having to attend live.

McMahon will send out an email to Director of Philanthropic Giving.

2. Jonathan and Monica will be present first 30, Leah and Aurora will be there for the last 30.

5. Events Calendar (25 minutes)

- a. Spring Scholarship Fund
 - i. Live through Crowdfunding.
- b. Loteria Social and Fundraiser (February 25 @ 5pm)
 - i. Event live on Coyote Connection.
 - ii. There will be a Google Drive with all the cards scanned. This will be shared during the event.
- c. Mujer Monday – Women’s History Month (Instagram Campaign)
 - i. “Marchamos Con Mujeres”
 - ii. Each planning committee member will select two women whom they will be marching with – a woman they personally know and a public figure whom they look up to
 - iii. “Yo marcho con mi...”
- d. LatinX ZOOMixer (March 16 @ 12pm)
 - i. Latinx Alumni Center collaboration to build connections with faculty, staff, students, and alumni. Flyer is being developed by their department, will be uploaded on the
- e. Paint Night Fundraiser (April 13 @ 5pm)
 - i. Same update as given in the General Meeting.
 - ii. Pickup on April 10th from 10:00-12:00pm. Payment will be taken through Crowdfunder.
- f. LatinX Graduate Recognition Ceremony (May 15 @ 10am)
 - i. First meeting February 10th at 4:00pm. Co-chairs reviewed suggestions from Fall 2020 Ceremony.
 - ii. A push for committee members will be sent out to the ALFSS listserv.

Jonathan will contact Jacob Chako to change the name to “Marchamos Con Mujeres”

6. Officer Reports (15 minutes)

- a. Monica McMahon, President
- b. Aurora Vilchis, Vice President
- c. Leah Stiff, Executive Secretary
 - i. Calendar invite for Loteria will go out shortly. Calendar invites will follow Newsletter announcements.
- d. Ericka Saucedo, Treasurer
- e. Miranda Canseco, Director of Marketing
- f. Francisco Alfaro, Director of Programs
 - i. Reports have been uploaded on the drive.
- g. Jonathan Gonzalez-Montelongo, Director of Membership
- h. Edgar Astorga, Director of Scholarships
 - i. Scholarship flyer is live. We will review applications after March 2.
- i. Evelin Ortiz, Student Representative

Leah will send out calendar invites for the events.

7. Discussion Topics (10 minutes)

- a. Canseco: when should we start prepping for the Annual Report?
 - i. End of April?
 - ii. Last meeting is in the beginning of June, so what is the goal? Last year was June 30; goal was to finish it in the
 - 1. It was presented in the final General Meeting and membership was allowed to suggest edited.
 - iii. Crowdfunding closes on May 20th.
- b. What are the expectations of the Student Representative?
 - i. Serving as the face of ALFSS to the student population. Difficult in virtual environment. Should you have any ideas to market to the student population or should you feel any events don't appeal to students, you'll be their voice.
 - ii. Former student representatives presented at student clubs/organizations.
 - iii. PDC is included – outreach to this campus is getting better.
 - iv. Alfaro suggests holding more live speeches rather than pre-recorded sessions. Stiff suggests holding IG Live sessions with student organizations.

8. Adjournment (1 minutes)

- a. Motion by Gonzalez-Montelongo. Second by Canseco. Adjourned at 6:27pm.