

ALFSS E-Board Meeting Minutes Monday, September 14th 5:00pm – 6:30pm

ZOOM: https://csusb.zoom.us/j/97408496542

- 1. Approval of the Agenda (2 minutes)
 - a. 5:02pm
 - b. Aurora Motions, Rosie seconds
- 2. Approval of the Minutes (2 minutes)
 - a. Edgar motions, Aurora seconds
- 3. Old Business (3 minutes)
 - a. Fall Bienvenida Recap
 - i. \$20, two more donations after the event
 - ii. Any suggestions or comments?
 - 1. Find a way to honor major guests/past donors during the event
 - 2. Concerns brought up about someone being removed from the meeting; person given multiple chances to respond and did not; removed for safety
 - b. Vilchis motions to add First Social to the agenda; Stiff seconds; First Social added
 - i. First social
 - 1. Timing could have been better, before the Bienvenida felt weird
 - 2. Target socials to members as a membership perk
- 4. New Business
 - a. Membership Updates (7 minutes)
 - i. Form
 - 1. Has been made very specific and thorough
 - 2. This will be a web form
 - a. ITS can create a Drupal form that is connected to payment
 - ii. 43 members, a few pending due to payments
 - iii. Online Membership Payment
 - 1. Monica Alejandre
 - a. All one-time payments → philanthropic gift account instead of stateside operating fund
 - b. Still working on splitting the payroll members to have their first \$20 go into the

Action Items

Jonathan will reach out to ITS to have this form created

operations fund and the rest going into the scholarship fund

- 2. All one-time payment members have been removed, which is why membership dropped.
 - a. Emails will go out to these members after online payment is set up
- iv. Marketing and Communication for New Membership Sign Ups
 - 1. Miranda and Jonathan will be working on this
- b. Financial Report (7 minutes)
 - i. Update: meeting with Monica Alejandre
 - ii. All payroll direct deposits are going into scholarships, not gifts or trust accounts
 - iii. Day of the Dead update
 - 1. Ericka has reached out to Iowana to ask about the cost of this year's Day of the Dead so that she can reach out to Jenna with specific needs
- c. President's Diversity Council (7 minutes)
 - i. Aurora motions that the current president serves as official ALFSS representative on the President's Diversity, Equity and Inclusion Board (DEI Board).
 - 1. Saucedo seconds
 - 2. Motion passes. Monica McMahon will act as representative for the 2020-2021 AY
- d. ALFSS Coyote Connection Platform (5 minutes)
 - i. Coyote Connection Page has been created, events can now be added and partners can be tagged
 - ii. There is a roster for your organizations
 - Staff, Faculty, and Students can be added to the roster
 - iii. Who will be in charge of adding events?
 - 1. Leah and Miranda will be in charge of adding events
- e. Polo Shirt Sale (5 minutes)
 - i. How do we promote this without a payment option set up?
 - ii. Aurora motions that we move forward with the polos for the six board members who do not have one at a total of \$210 + tax.
 - 1. Stiff seconds. Executive board votes. 4-0 motion passes.
- f. Teams and Google Drive (5 minutes)
 - i. Teams and Google Drive board only. Vilchis advocated for using Google Drive as archives.
 - ii. Motion to keep all information and files on Teams during the planning phase of each event. Then, on the first of every month, Leah will collect all the information from events that occurred in the past month and add them to the Drive

Iwona will put together a program budget and communicating this with the board by Sept. 28th

Leah will add this to the board meeting agenda as a static item

- 1. Jonathan amends that all committee leads communicate the information to Leah prior to the first of every month
- 2. Motion passes.
- g. Scholarship Testimonials and Master Scholarship Database (5 minutes)
 - i. About six responses for scholarship testimonials
 - ii. Master scholarship database in the works
 - iii. Scholarship portal access has been granted, but he cannot view previous scholarship recipients.

5. Fall 2020 Events (20 minutes)

- a. Hispanic Heritage Month Events
 - i. Sept 17th @ 12:00pm El Sazón LatinX
 - ii. Sept 24th @ 5:00pm ¡Bailamos!
 - iii. Oct 1st @ 12:00pm Afro-Latinx Open-Verse
 - iv. Oct 8th @ 12:00pm Latinx LGBTQ+ in Media
 - v. Oct 15th @ 12:00pm Mi Voto, Mi Voz, Mi Vida
- b. Fall Crowdfunding Campaign
 - i. Testimonials being collected to incentivize
 - ii. Board members need to spread the word
 - iii. Vilchis received an invitation from Career Club to participate in an Instagram Live! Thursday @ 3:00pm
- c. Day of the Dead
 - i. Ideas:
 - 1. Event updates provided by Francisco in Iwona's absence
 - 2. 27^{th} Introduction to program, collab with Mexican Consulate to show how to set up an altar at home
 - 3. 28th, 29th, and 30th Celebration of life
 - 4. Story time, mariachi, Disney+ watch party to see Coco
 - 5. Auction
 - 6. Miranda would like to be added to the committee; all board members will be invited to the meeting
- d. Fall Latino Grad
 - i. December 5th
 - ii. Rosie will give an introduction
 - iii. CSUSB Mariachi and dancer ensemble might be able to record a performance
 - iv. Virtual procession
 - v. President Morales
 - vi. Keynote
 - vii. Grad shout out
 - viii. Drive through to pick up sashes + take pictures

6. Officer Reports (15 minutes)

a. Monica McMahon, President

Francisco will add the board to the form and pictures/videos.

- 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
 - i. Propose the sale of HHM shirts
- g. Jonathan Gonzalez-Montelongo, Director of Membership
- h. Edgar Astorga, Director of Scholarships
- i. Rosemarie Valencia, Student Representative
- 7. Discussion Topics (5 minutes)
- 8. Adjournment (2 minutes)
 - a. Motion by Leah, Second by Canseco, Meeting Adjourned at 6:41pm