ALFSS E-Board Meeting Agenda
Monday, August 10th
5:00pm – 6:30pm
ZOOM: https://csusb.zoom.us/j/97408496542

I. Approval of the Agenda (2 minutes)
   a. Leah and Miranda

II. Approval of the Minutes (2 minutes)
    a. Miranda and Vilchis

III. Diversity & Inclusion – Denise Banuelos and Sara Aguirre (20 minutes)
    a. Denise Banuelos – Diversity & Inclusion Manager
    b. Sara Aguirre – Discrimination, Harassment and Retaliation (DHR) Investigator
    c. Questions for the group:
       ■ What type of information/events/training would ALFSS members benefit from?
          1. Please provide more than a week notice
          2. Jonathan and Edgar: walking the campus is different as a Latino vs. African American; educate on campus culture and the differences (tie PDC into this)
       ■ Banuelos: Consortium involvement is extremely important
          1. Perhaps survey membership to see what their needs are

IV. Membership Updates (7 minutes)
    a. Membership Application Update
       ■ Updated according to By-Laws (see attached)
       ■ First by Stiff. Canseco seconds. Discussion:
          1. Astorga: this will all be virtually submitted, correct? Payment online?
             a. Jonathan: fill it out and submit it via email. Payment method is still in the works.

Action Items
The board will discuss this and bring their interests back to Denise and Sara

Question will be posed to membership
b. Vilchis: possible to have it through Adobe Sign so that they don’t have to email it, it will just be sent directly to Jonathan.

c. Canseco: suggests that we make this into a Drupal form directly in the website so that it’s more accessible to those who don’t have access to Adobe and so that they can submit payment directly upon form submission.

d. Canseco: how will payment be made?
   i. Payments are currently on hold, currently only taking applications.
   ii. For Staff/Faculty, we can still do the payroll deduction.

e. Canseco: add graduation date into the application
   ■ Majority vote in favor of the new membership application. Motion passes. Form accepted.

b. Discrepancy
   ■ Some members are on payroll deduction, but they’re not having $5 a month deducted (it’s not adding up to $60 a year).
   ■ Employees who are paid twice a month rather than once a month need to fill out a different payroll form

c. Membership Birthday Information

V. Website (5 minutes)
   a. Archiving Documents on Website
      ■ Leah will be archiving all previous agendas/minutes
   b. Scholarship Database
      ■ Astorga would like to add a page on website for scholarships

VI. RAFFMA Calaveras Auction Collab (7 minutes)
   a. The virtual show will be about two weeks long
      ■ Vilchis: perhaps move the auction to the Dia De Los Muertos week of event for joint advertisement
   b. 75 skulls total, $10 each, $750 cost
      ■ ALFSS would be asked to pay for half - $375
      ■ Average skull sold for $25, but starting price is negotiable

Jonathan will explore this option

Jonathan will add this to the form
■ Profit will be split half/half
c. Tags with “thank you” quotes from students
d. Possibly ask art class faculty for collaboration
e. Motion by Vilchis, Second by Stiff
   ■ Executive Board votes in favor of spending $375 toward the auction.

VII. **Doris Retirement (7 minutes)**
   a. Would we like to do anything to celebrate her?
   b. Vilchis motions to spend no more than $75. Second by Stiff.
      ■ Canseco: announce Doris’s retirement and scholarship fund at the Bienvenida
      ■ Executive Board votes in favor of spending no more than $75 on Doris’s retirement gift.

VIII. **Event Overviews (15 minutes)**
   a. Hispanic Heritage Month
      ■ Kahoot Event
         1. Thursday, September 17
            a. 12 PM
         2. Leads: Monica/Jonathan
      ■ Dance Event
         1. Thursday, September 24
            a. 5 PM
         2. Leads: Monica/Edgar
      ■ Afro-Latino Event
         1. Thursday, October 1
            a. 12 PM
         2. Leads: Edgar/Francisco
      ■ Latinx/LGBTQ+ Community Culture Event
         1. Thursday, October 8
            a. 12 PM
         2. Leads: Jonathan/Francisco
      ■ Voter Event
         1. Thursday, October 15
            a. 12 PM
         2. Leads: Leah, Miranda, Erika
   b. Fall Bienvenida
      ■ New Date Needed
         1. In communication with the president’s office; date TBD
         ■ Tentative agenda has been created by the committee
   c. Crowdfunding content is almost ready to go
   d. August Social
      ■ First happy hour: August 24th at 5:00pm

Miranda and Ericka will work together to make this happen
Monica will order her gift
Leah will send out calendar invite for these events
Francisco will send the crowdfunding content out via email for feedback
Miranda already put together the invitation (in the Drive)

Drink: Margarita

IX. Officer Reports (15 minutes)
   a. Monica McMahon, President
   b. Aurora Vilchis, Vice President
   c. Leah Stiff, Executive Secretary
   d. Ericka Saucedo, Treasurer
   e. Miranda Canseco, Director of Marketing
      ■ Welcome email will include the diversity & inclusion statement and the invitation to the Bienvenida
   f. Francisco Alfaro, Director of Programs
   g. Jonathan Gonzalez-Montelongo, Director of Membership
      ■ Has been working on reviewing the lifetime membership
   h. Edgar Astorga, Director of Scholarships
   i. Rosemarie Valencia, Student Representative

X. Discussion Topics (5 minutes)
   a. Student benefits: adding letters of rec, help with writing essays, volunteer; having separate flyer just for the students
   b. Still outstanding Latino Grad sashes that need to be mailed; Ericka and Monica will work on this with colleagues

XI. Adjournment (2 minutes)
   a. First by Canseco, second by Vilchis

Leah will send out calendar invite for the Happy Hour

Monica will have the Diversity & Inclusion statement by the 18th at the latest

Leah will contact these students to let them know the status of their order