



CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

ALFSS BOARD MEETINGS MINUTES

November 07, 2019

12:00 - 1:30 PM

CE - 305

Present: Miranda Canseco (zoom) Antonio Guijarro-Ledezma, Monica McMahon, Enrique Murillo and Aurora Vilchis

Guest: Jacob Chacko

Meeting called to order at 12:07

1. Approval of the October 8th Meeting Minutes
 - a. Carolina motions, Aurora seconds, no discussion, motion approved.
2. Approval of the Agenda
 - a. Monica requested to add paint and sip and papusa for winter fundraisers. Agenda approved
3. Guest Presentation
 - a. Jacob Chacko (Assistant Director, Diversity & Inclusion, SMSU)
 - i. Will oversee the cross cultural centers, pan-African, LatinX, QTRC, WRC and brining and other identity space centers.
4. New Business
 - a. ALFSS Org Chart
 - i. Hierarchical structure does not need to include president at the top since decision making power is equivalent. Org chart approved.
 - ii. Recommendation is to have an annual impact report, should focus on efforts for fundraising since there has not been a record of activities. Org chart should be included.
 - iii. Aurora motions, Monica seconds. Discussion from Enrique includes adding a deadline of when we would complete the report. Susana comments that starting now to ensure records are kept so that all events have good documentation. Marisol recommends a summer completion timeline so it can be passed onto the new board for the next academic year. Susana will provide a sample of what type or metrics could be included. This will be added to the next board meeting agenda.
 - iv. Budget items with funds raised and expended should be included. Sponsors, in-kind donations, etc. All donors including members on payroll deduction.
 - b. Clippers of Ontario G-League Fundraising Opportunity
 - i. Aurora motions that we continue to keep this opportunity in the back of our minds but that we not move forward at this time. Marisol

seconds. Enrique will update the organization the decision. It could also be considered as a social activity rather than a fundraiser Motion carries.

5. Old Business

- a. Bienvenida - Friday, Nov. 15 (Susana Barbosa)
 - i. As of today there are 40 registrations. Susana will continue to send reminder emails. All are encouraged to remind people to RSVP.
 - ii. A slideshow of photos and images will be created with flyers for events (Latino Grad, Tamales Sale, Crowdfunding campaign)
- b. Fall Latino - Thursday, Nov. 21 Grad (Aurora) volunteer link:
https://csusb.az1.qualtrics.com/jfe/form/SV_bNug7t5qthnGqSp
 - i. Pepsi donation
 - ii. Cost of SMSU events center, cost of security
- c. Tamales Sale - Sat. Dec. 14 (Monica)
 - i. No new updates from yesterday's general meeting
- d. Fall social (TBD)
 - i. Monica recommends a happy hour at Pizza Hut on Wednesday, Dec 4. (same day as general meeting) at 5 pm. Monica will work on a simple flyer and will share with Miranda for social media.
- e. Coyote CROWDfunder (Susana)
 - i. URL is active but campaign will roll out after testimonial videos are recorded and posted. Likely in winter but a general flyer announcing the upcoming campaign will be added to the Bienvenida.
- f. Paint & Sip
 - i. Wednesday, February 5 from 5 - 6 pm in the Pine Room. The instructor cost is \$25 and would need to purchase paint. Monica will prepare a budget for approval and consider the cost of Sodexo to pour wine if we get membership to donate so a glass of wine could be included with the purchase of the ticket. Ticket cost could possibly be \$20.
- g. Papusa sale
 - i. Thursday, March 5 from 11 am - 1 pm in the library lawn

6. Officer Reports

- a. Miranda Canseco, Director of Marketing
 - i. Working on the program for Fall Latino Grad
 - ii. Will schedule emails for kicking-off the tamales sale
- b. Enrique Murillo, President
- c. Monica McMahon, Vice President
- d. Aurora Vilchis, Executive Secretary
- e. Antonio Guijarro-Ledezma, Treasurer
 - i. Budget report provided as attachment
- f. Susana Barbosa, Director of Programs
- g. Marisol Johnson, Director of Membership
 - i. Most recent membership list attached, there are 71 members
- h. Patricia Aguilera, Director of Scholarships
- i. Carolina Yanez-Macias, Student Representative

Meeting adjourned at 1:39