

**ALFSS Board Agenda
Thursday, November 14, 2024
11:30 a.m. – 1:00 p.m.**

Location: <https://csusb.zoom.us/j/83198260118>

Present: Iwona Conteras, Monica Baeza, Aurora Vilchis, Antonio Ledezma, Ashley Cortez, Brianna Deadman

Absent: Pamela de la Torre, Ericka Saucedo, Amber Adams

	Action Items:
<p>I. Call to order</p> <ul style="list-style-type: none"> a. 11:38am by IC <p>II. Approval of Agenda</p> <ul style="list-style-type: none"> a. 1st by AGL b. 2nd by MB c. All in favor, motion passes <p>III. Approval of Minutes</p> <ul style="list-style-type: none"> a. 1st by AGL b. 2nd by AV c. All in favor, motion passes <p>IV. Old Business</p> <ul style="list-style-type: none"> a. Dia de los Muertos Debrief (Iwona) <ul style="list-style-type: none"> i. Low attendance; too close to community events ii. Location was too far away; guests were lost although there were signs iii. Ideas: <ul style="list-style-type: none"> 1. Creating new partnerships both on and off campus 2. Continue to collaborate with RAFFMA 3. Grow the exhibit 4. Well known musical entertainment to attract more people 5. Bring the altar outside or increase number of altars 6. Highlight the catrina b. Calaveras Auction (Aurora) <ul style="list-style-type: none"> i. Live action was successful even though there was low attendance at the event ii. Missed opportunity- silent auction should start the same day <ul style="list-style-type: none"> 1. Bids can have QR codes in the space iii. \$3,000 in donations earned iv. Auctioneer provided feedback about the silent auction was confusing for how to place bids v. Need to invite “big spenders” to the calaveras auction vi. In favor of keeping calaveras in the lower amount- 30 skulls for next year <ul style="list-style-type: none"> 1. Recommendation of purchasing 30 skulls this year for next academic year. <ul style="list-style-type: none"> a. IC to find out pricing c. DDLM t-shirt Sales (Aurora) <ul style="list-style-type: none"> i. Not great sales ii. Red color was not a popular option 	

- iii. Approximately 30 shirts were sold.
 - iv. Will continue to sell shirts throughout the year.
- d. Pupusa Sale Debrief (Monica)
 - i. Huge success! Sold out in less than an hour
 - 1. Many folks selected the \$10 meal with no drink
 - ii. For Spring, will order 350-400 pupusas
 - iii. Have some leftover papergoods, but will need to put out donations request again for spring.
 - iv. Will request for volunteers and donated good to arrive earlier to ensure sales can begin as soon as pupusas arrive.
 - v. MB will work with AV about implementing a pre-paid, delivery option for Spring sale. Would charge a \$5 on-campus delivery fee.
 - vi. Funds Raised:
 - 1. Income
 - a. \$ 559 cash
 - \$ 241 Venmo
 - \$ 378 Zelle
 - 2. Payouts
 - a. 250 pupusas for \$379.54
 - 3. Total funds raised for scholarships:
 - a. \$ 798.46
- e. The Asada Collab Recap (Ashley)
 - i. AC – Big event, hard to talk to students to really talk to students. Hard for us to talk to students. We went up and down the lines to invite them to join ALFSS for scholarships. Got some feedback from students that were not aware about it also being for Grad Students.
 - ii. Maybe having fliers on table for students.
 - iii. IC – Will work on graphic design
- f. Fall sash sales (Monica & Iwona)
 - i. Have been providing student inquiries with sash purchase information
 - ii. IC – Still getting emails to purchase. Sometimes times are coordinates for pick up but students missing appointments and so hard to coordinate that. Sold 6 at pupusa sale.
 - iii. AV – Add additional sales by tabling out on coyote walk way. Put it on social media. Alternating between Wednesday and Thursday. Maybe having additional people get cash certified to collect money. Ashley will work with Ericka to coordinate days and times to coordinate additional sales. No flier advertising the sale.
 - iv. Pop-up sales at PDC led by BD
- g. By-laws Review Committee (Pamela)
 - i. Motion to table by MB
 - 1. 2nd by AV
 - 2. Motion carries
- h. Membership Processing Update (Brianna)
 - i. Need to make flow chart for Forum stack.
 - ii. Jesse Felix, Anthony Roberson and Lorena Marquez need payroll deduction forms for the SMSU

V. New Business

- a. ALFSS Socials (Amber & Monica)

BD- Need to give information for payroll deduction for SMSU

- i. Opportunity to get together to know each other and membership
 - ii. Allow the campus to get to ALFSS and repair reputation
 - iii. Recommendation to add socials to Spring calendar on bi-monthly basis
 - 1. Winter social eating tamales
 - 2. Champurrado on campus
 - iv. AA is in communication with SEC for dates for socials
- b. Marketing Updates (Amber)
 - i. ALFSS Link Tree updated with new graphics and linked product
 - 1. <https://linktr.ee/csusbalfss>
 - ii. ALFSS mixer
 - 1. Working on dates with SEC
 - iii. Upcoming events
 - 1. Partnering with Office of Marketing and Communications
 - iv. ICT Approved Canva Pro account
 - 1. Pending purchase from ES
 - v. All photos from events are uploaded to Google Drive
 - vi. Mailchimp newsletter
 - 1. Training with PD on 11/18
- c. General Meeting Agenda & Communication (Monica)
 - i. MB will be sending out email communication to campus and ALFSS membership on 11/14 and 11/19.
 - 1. Attaching agenda to calendar invite
 - ii. MB is working with AA to design a general meeting flyer to send out for Spring Semester
 - iii. Agenda items:
 - 1. Event debriefs with \$ amounts
 - 2. Social ideas

VI. Upcoming Event and Fundraising Calendar

- a. Spring 2025 Discussion
 - i. Events (Antonio)
 - 1. Cafecito with DHRE
 - a. Monday, Jan 27
 - b. Chairs: Ashley & Antonio & Amber
 - c. Use event as a social
 - 2. Spring Latinx Grad
 - a. Saturday, May 10, 10am, Arena
 - b. Chairs: Amber, Aurora & Monica
 - c. Updates:
 - i. Chairs will meet again on Dec. 6
 - ii. Sending SFS registration information before winter break
 - iii. Will commence committee in January
 - ii. Fundraising (Aurora)
 - 1. Escape Fundraiser
 - a. Date TBD, 7pm, Escape Barrel House
 - b. Chair: Ericka & Aurora
 - c. Updates:
 - i. Need to identify a new date that is not MLK day
 - 2. 5k Run/Walk
 - a. Date TBD
 - b. Chairs: Iwona and Brianna

