

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

ALFSS Board Summer Retreat Meeting Minutes Monday, July 22, 2024 12:00 p.m. – 4:00 p.m.

Location: SUS 202

١.	Call to Order	Action Items:
	a. 12:05pm	
11.	Approval of Agenda	
	a. Motion AV	
	b. 2 nd by ES	
	c. Motion to amend by MB to table V.G.I	
111.	Introductions	
	a. Name, Dept., Years with ALFSS/CSUSB	
	b. Ice Breaker	
IV.	Old Business (Open Discussion)	
	a. No old business to discuss	
V.	New Business	
	a. By-laws Discussion (Pamela)	
	i. Identifying a committee to review the by-laws	
	1. Open changes to memberships	
	2. Interest list: Monica Baeza, Amber Adams, Pamela De La Torre,	
	Aurora Vilchis, Brianna Deadman	
	ii. Governing board to review by-laws	
	b. Budget Overview (Ericka)	
	i. Budget totals 2024-25	
	1. Scholarship	
	a. LY allotted 10 scholarships in the amount of \$1,000 b. Belance of $$7,200,11$ in ashelership line	
	b. Balance of \$7,282.11 in scholarship line	
	 Trust account for programming has \$54,239.59 Donations for calavera, etc. Has \$22,489.12 	
	a. Can move to scholarship line to support student	
	scholarships	
	4. No state-side funds	
	5. Monthly financial updates at general meetings	
	ii. Scholarship Allotment	
	1. Goal to give away 10- \$1,000 scholarships	
	iii. Fundraising Fund Goals	PD- Give AA Drupal
	1. AV motion to have fundraising goal of \$10k fundraising to give	access to ALFSS
	10- \$1,000 scholarships	webpage
	a. 2 nd by ES	
	b. Motion passes	
	c. Website Content Review & Update (E-Board)	
	i. Logo update	
	1. PD- Motion to table to by-laws ad hoc committee	
	a. 2 nd ES	

	h Motion pagago	
	b. Motion passes	
	ii. Website content update1. Need more current photos	
	2. Targeting new staff	
٦	4. Marketing director to revise website content	
a.	Academic Year Projects (E-Board)	
	i. Position Guide	
	1. To support new board members, the governing board will	
	create a guide to help incoming positions with job knowledge	
	and duties.	
	ii. By-laws Revision/Update	AA Create a frame to
	1. See details above	AA- Create a-frame to
	2. Implementing an ad hoc committee to review bylaws	stand outside of the
e.	MS Teams & Google Drive (E-Board)	library and flyers
	i. MB- Motion to table to Governing Board meeting	
	1. 2^{nd} IC	
4	2. Motion passes	
f.	Proposed Meeting Times (E-Board)	
	i. General Meeting	
	ii. Every 3 rd Wednesday, 12-1pm, PL 4005- hybrid	
	iii. Date passes by consensus	
	iv. Governing Board Meeting	
	v. Every 2 nd Thursday, 11:30am-1pm, SUS 202	
đ	vi. Date passes	
g.	Discussion Topics (E-Board) i. Canva Pro subscriptions	
	1. Tabled to Governing Board Meeting for discussion	
	ii. Newsletter Platform	AA- leading the
	1. PB- Motion to table to Governing Board meeting	website committee
	a. $2^{nd} MB$	
	b. Motion passes	
	iii. Ad Hoc Committees	
	1. By-laws committee	
	2. Name rebranding committee	
	3. Event committees (see calendar below)	
	4. Website committee	
	a. Include student	
h.	Academic Year Event & Fundraising Calendar (E-Board)	
	i. Fall '24	
	1. Bienvenida (Off Campus at Escape Craft Brewery)	
	a. Discuss hosting on or off campus.	
	b. Proposal of three locations: 1. Off campus at Escape	
	2. On campus only 3. Two separate events: one on	
	campus as welcome and one at Escape for fundraiser.	
	i. Option 3 for two separate events passed	
	c. Date: Wednesday, August 28 from 11:30am- 1:30pm	
	in SUS Events Center	
	d. Chair: TBD	
	2. Escape Loteria/ Bingo Fundraiser	
	a. Date: Monday, September 9 at 7pm at Nevada St.	
	Escape Brewery	
	b. Chair: Aurora	

 HHM Event(s) ALFSS Scholarship and Legacy Lunch 	
a. ALFSS Scholarship and Legacy Lunch	
i. Rebrand and expand:	
1. Award Types	
a. Tamal Legacy award	
b. Distinguished community	
member	
c. Latinx(e) Excelencia	
Estudiantil	
d. Allyship	
2. Scholarship Recognition	
ii. Co-chairs: Aurora and Pamela	
iii. Date: Tuesday, October 8, 12-2pm, SUN	
Conference Center	
b. Additional proposed programs	
i. Latina authors discussion	
ii. Vendor fair with local Latina/o vendors	
4. DDLM & Calaveras Auction	
a. Recommend LM to host as a collab with ALFSS and	
CCC. November 7 on Library Lawn	
i. Requesting budget breakdown of calaveras	
income	
b. M-F does not work for DDLM ALFSS chair	
c. Date: Saturday, November 2	
d. Chair: Iwona	
e. Committee interest: Guillermo, Aurora, Amber,	
Lorena	
5. Fall Latinx Grad	
a. Date: Saturday, December 7, 10am, SUN Conference	
Center	
b. Bring discussion of having/ not having at August	
general meeting	
6. Social Media Campaign(s)	
7. LGBTQ+ History	
8. Native/Indigenous Heritage PD- Reach out to	
9. Black History BFSSA regarding	
ii. Spring '25 Spring cultural gra	ads
1. Social Media Campaign(s)	
a. Scholarship applications	
b. Women's History: Mujeres Mondays in March (Other	
ideas?)	
c. APIDA Heritage	
d. Arab American Heritage	
e. PD- Motion to table Social media campaigns for board	
meeting.	
i. 2 nd IC	
ii. Motion passes	
2. PDC Latinx Grad	
a. Work with PDC on availability	
b. Continue discussion about hosting event	
3. Spring Latinx Grad	
a. Saturday, May 10, Arena	
b. Time TBD	

iii. Fundraising Ide	as	
1. Fall '24		
	T-shirt sales	
	i. DDLM t-shirts (red)	
	ii. Chair- Aurora	
b	Pupusa Fundraiser	BD- Check payroll
5.	i. Date: Thursday, October 17, 11:30am, Library	deduction form.
	Lawn	Issues with online
	ii. Chair- Monica	form.
C.	Wreath Sales	10111.
6.	i. No interest of leads	
d	Crowd Funder	
ů.	i. Chair needed	
2. Spring		
	Bowling	
b.	Cookie Co.	
с.	5k Run/Walk	
	i. Keep on campus	
	ii. Co-chairs- Brianna, Iwona, Liliana	
h	PD- Motion to table to next meeting	
u.	i. 2 nd MB	
	ii. Motion passes	
	n. 1 lotion passes	
i. Membership		
i. Campaign and	goals for the vear	
	e structure review	
	ption to table Membership as 1 st agenda item topic at	
	ng board meeting	
a.	2 nd BD	
b.	Motion passed	
VI. Open Discussion	-	
a. No items for open discu	ission	
VII. Adjournment		
a. PD- Motion to adjourn r	neeting at 4pm	
i. 2 nd IC	U U U U	
ii. Motion passes		
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