

ALFSS Executive Board Minutes

Thursday, August 13, 2026

12:00 p.m. – 1:00 p.m.

Location: Zoom

1. Call to Order

The meeting was called to order at 12:05 p.m.

2. Board Structure & Governing Board

The Executive Board reviewed the current board structure and leadership roles. The following positions were identified:

- Dra. Stacey Ortiz – President
- Jenna Winburn – Vice President/President-Elect
- Jackie Aguayo – Executive Secretary
- Ericka Saucedo – Treasurer
- Iwona-Maria Luczkiewicz Contreras – Director of Programs
- Sarai Maldonado – Director of Fundraising and Scholarship
- Josie Delgado – Director of Membership
- Laura Rosas – Student Representative

The Director of Marketing position remained vacant. The Board discussed whether Brianna Deadman is eligible to serve as Director of Marketing. Dra. Ortiz will review the ALFSS Bylaws to confirm eligibility.

3. Membership

Josie provided an update regarding ALFSS membership efforts. Josie shared plans to participate in the upcoming Coyote Care events scheduled for August 25–26 and to create a sign-up sheet for Executive Board members and ALFSS members interested in assisting with tabling.

Josie also reported that she had been working with Dra. Aurora Vilchis to become familiar with the membership system and to address an error with the online payroll deduction form.

The Board discussed increasing ALFSS membership as a priority. Current membership was reported at approximately 28 members, compared with more than 150 members in previous years. The Board discussed utilizing iPads and/or QR codes at events to make membership registration more accessible.

4. ¡Bienvenida! Welcome Celebration

Continued planning for ¡Bienvenida! Welcome Celebration, scheduled for September 15, 2026, at the SMSU North Conference Center. Expected attendance was discussed at approximately 150 guests.

4.1 Event Setup & Logistics

- Discussed event logistics, including:
- Check-in and membership tables
- Tablecloths and centerpieces
- Food and beverage arrangements
- Ice chests and access to ice
- Transportation of event supplies and equipment

Josie offered to explore borrowing a large ice chest from the Recreation & Wellness Center and confirming access to ice. Discussed possible transportation challenges associated with moving equipment across campus.

4.2 Centerpieces

Discussed purchasing centerpieces for the Bienvenida and potentially auctioning them to support ALFSS scholarships, similar to previous fundraising efforts.

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The Board approved a motion authorizing up to an additional \$200 for the Bienvenida event. Iwona will complete and submit the appropriate budget form.

Iwona will also determine whether leftover calaveras from previous Día de los Muertos events are available for use as centerpieces.

4.3 Food and Beverages

The Board discussed food options for the event, including tamales and pan dulce. The Board discussed off-campus catering as potentially more cost-effective than on-campus catering.

Iwona will contact UEC/Pepsi about donating beverages for the event.

4.4 Entertainment

The Board discussed entertainment for Bienvenida. Dra. Ortiz will contact the band previously used for commencement to determine availability.

The possibility of hiring a mariachi group was also discussed. The Board agreed to reserve the mariachi option for a larger future event involving the new University President.

5. Fundraising

Sarai provided an update on fundraising plans for the upcoming academic year. The Board discussed potential partnerships with local restaurants, businesses, and community members.

The Board also revisited plans for a pupusa sale. The event had previously been delayed due to vendor licensing requirements. Sarai will follow up with the pupusa vendor, El Paraíso Salvadoreño, regarding its health grade and required documentation. Iwona will assist with Environmental Health & Safety paperwork once the vendor meets the necessary requirements.

The Board discussed potentially holding the pupusa sale before the Día de los Muertos event.

6. Executive Board Apparel

The Board discussed potentially purchasing new ALFSS-branded shirts or blazers for Executive Board members.

Sarai will get a quote from an approved vendor and present it to the Board before a final decision is made.

7. Día de los Muertos

Stacey and Iwona-Maria will meet separately to continue planning for the upcoming Día de los Muertos event and discuss a potential collaboration with LEAD.

8. Event Calendar

The Board briefly discussed the upcoming ALFSS event calendar. Stacey will remove the “Latinx Futures Mixer” from the calendar because event details remain unknown.

Fall 2026

8.1 Una Nueva Era - Bienvenida for President Terri Gomez

Proposed Date: TBD (pending President’s availability)

Potential Venue: Alumni Center

8.2 Día de los Muertos & Calavera Action

Proposed Date: October or November (previously held in October)

ALFSS Executive Board Minutes

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Venue: TBD (SMSU was previously used)

Chair: Iwona

Co-chair: Sarai

A flyer has already been started. The fundraising goal to be determined.

Spring 2027

8.4 Latina Rising Conference

Confirmed Date: Friday, March 19, 2027 (in celebration of Women's History Month)

Venue: Obershaw Dining Hall

Chair: Dra. Aurora Vilchis

Co-chair: Monica Baeza

8.5 Spring 2027 LatinX Graduate Recognition Ceremony

Confirmed Date: Saturday, May 8, 2027

Chair: Iwona

11. Upcoming Meetings

- **Executive Board Meeting:** Thursday, September 10, 2026, 12:00 p.m. - 1:00 p.m.
- **General Meeting:** Tuesday, September 15, 2026, 4:00 p.m. - 5:00 p.m.

12. Adjournment

The meeting adjourned at 12:50 p.m.