**Legislative Affairs Committee Meeting Minutes for January 15th, 2013.**

1. CALL TO ORDER: Director **Ream-Rao** calls meeting to order at **4:32pm.**
2. ROLL CALL:

Members Present Absent Members Guests

 Seetha Ream-Rao Audrey Luna Riddhi Sood

 Stephanie Uniake Jerry Chang

 Erin Poor Pablo Benavente

 Bivek Wagle Michelle Xiong

 Melissa Govea

 Stephanie Flowers

1. ACTION ITEM **- Approval of the Agenda**

**Motion: (Flowers) to approve the Agenda.**

**Motion Carries.**

1. ACTION ITEM – **Approval of the June 8th, 2012 Minutes**

**Motion**: **(Flowers) to approve the June 8th, 2012 Minutes.**

**Motion Carries.**

1. PUBLIC COMMENT:

 **Public Comment is intended as a time for any member of the public to address the**

 **Board on any issues affecting ASI and/or the California State University, East Bay.**

 **No Public Comment.**

1. INFORMATION ITEM– **Welcome Packets**

Chair **Ream-Rao** addresses the following:

* Lists items that are in the Welcome Packets.
* She mentions that the main projects will be the city ambassador program and the legislative database (quality management). She explains that the legislative database will keep track of who represents the committee from the state-level and it will keep track of the committee’s meetings with the state and how those meetings go.
* She mentions that another thing the committee will be looking at is, “State of the East Bay.” She explains that this program focuses on collecting economic census information from the area. She hopes that working with this program will help the committee for their City Ambassador Program. She also explains that “The City Ambassador Program” will focus on creating stronger relations and partnerships with local officials and organizations in the East Bay area.

Committee members ask about having survey’s during the State of the East Bay Program.

**05:34**

1. INFORMATION ITEM– **Information for New Committee Members**
* Chair **Ream-Rao** discusses procedures on speaking and how to approve and disprove motions (letting motions die). She mentions Robert’s Rules of Order and that motions always have to be an affirmative and that every motion has to be seconded. She explains that you always have to have the topic be an ‘Information’ or ‘Discussion item’ before it can become an ‘Action item.’ She mentions that they have 3 open positions still on the committee. She would like to have the committee full for legislative affairs and lobby core. She explains that lobby core is where people go to meet with the elected officials and talk to them about student issues.

**10:08**

1. INFORMATION ITEM**- Meeting Dates and Times for Winter 2013**
* Committee discusses what dates and times would be best**.**
* **Sood** suggests that it would be better for them to have it on Thursday’s after 4pm.
* Chair **Ream-Rao** announces that they are looking towards Thursday’s from 4:30-6pm and possibly on Friday for meetings. She states that meetings will probably be every other week.

**14:19**

1. INFORMATION ITEM– **Appointment of Vice Chair for Legislative Affairs Committee**
* Chair **Ream-Rao** states what this position would entail and asks if anyone would be interested in the position.
* **Poor** and **Sood** volunteered their names as possible candidates.
* Chair Ream-Rao states that this position will be appointed in the next meeting.

**15:58**

1. INFORMAITON ITEM – **Recruitment for Committees**
* Chair **Ream-Rao** mentions that they need more people. She states that they currently have 3 open positions for legislative affairs and 6 open positions on the lobby core.

**17:21**

1. INFORMATION ITEM **– Volunteer Task Force**
* Chair **Ream-Rao** tells what roles volunteers have. She mentions that they are students that want to be involved but for some reason or another they are hindered from doing so.

She also mentions that the volunteers don’t have a vote but she wants them to have as much voice in the committee as possible. She would also like to grow the volunteer committee to keep the interests up and get more people involved in doing tasks for this committee.

1. INFORMATION ITEM **–** **City Ambassador Program**
* Chair **Ream-Rao** states what the City Ambassador Program is: building collaboration and partnerships with the local government. She mentions that it is designed to help East Bay gain a better relationship with the local community. She discusses how this program and the “State of the East Bay,” are both initiatives that they will be working on this year to help with bettering the school’s relationship with the community.

**21:16**

1. INFORMATION ITEM**- Legislative Database**
* Chair **Ream-Rao** mentions that this database is set up to help them keep documentation of the relationships that they build and to keep documentation of discussed information from previous years (an archive).

**22:51**

1. ROUNDTABLE REMARKS
* Chair **Ream-Rao** mentions that she’s excited for this year and working with the committee; she hopes to have a great year.
1. ADJOURNMENT

**Meeting adjourned at 4:56pm.**

 Minutes Reviewed By:

 **Legislative Affairs Committee Chair**

 **Name: Seetha Ream-Rao**

 Minutes Approved on:

 **01-31-13**

 **Date:**