**Board of Directors Special Meeting Minutes of August 31, 2016**

1. CALL TO ORDER: Chair **J. Plasencia** calls meeting to order at **12:02PM**
2. ROLL CALL

Present**: J. Plasencia, H. Erhahon, S. Quiambao, R. Khorasani, K. Mariscal, J. Khaira, M. Ratcliffe, K. Parada, A. Villalobos, E. Field, E. Pinlac, Athletics Department Advisor, L. Brown-Parker, D. Lagasca, I. Pollock**

Late**: L. Ramos, J. Giron, H. Rangel,**

Not Present**: K. Rojas, M. Castillo**

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

Motion to approve the agenda by **R. Khorasani** and seconded by **S. Quiambao.**

Motion to amend the agenda by **H. Erhahon** to table Discussion Item – By-law Referendum Proposal and seconded by **R. Khorasani**, motion **PASSED.**

Motion to add to the amendment and change “E - Discussion Item” under NEW BUSINESS to “E -Information Item” by **R. Khorasani** and seconded by **S. Quiamb**ao, motion **PASSED**.

Motion to approve the amended agenda **PASSED**.

1. PUBLIC COMMENT **– Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**

Ian Pollock, Assistant Professor, Graduate Multimedia Studies and Department of Art talks about CSU East Bay Game Jam. Game Jam is a design thinking and rapid prototyping event. Funding for the event came from course support fees A2E2/EIRA, club funding from the Creative Pioneers and generous donations from Computer Science and the Institute for STEM Education. There has been a change that affects the funding for Game Jam and Ian Pollock has therefore addresses the BOD to see if they can potentially fund Game Jam this year. **H. Erhahon** asked that Ian Pollock submit a proposal with a set amount that he would like ASI to provide as funding.

**15:30**

1. SPECIAL PRESENTATIONS

No Special Presentations

1. UNFINISHED ITEMS:
   1. ACTION ITEM –**Priority Registration Resolution**

The Board of Directors has prepared the Priority Registration Resolution and it is ready to be presented to the Academic Senate. They made a change so that they can be added to have the same registration priority as athletes. **H. Erhahon** highly encourages each board member to attend the Academic Senate meeting to speak on the importance of this resolution for this years’ and future board of directors.

Motion to approve the Priority Registration Resolution by **H. Erhahon** and seconded by **S. Quiambao,** motion **PASSED**.

* 1. DISCUSSION ITEM – **By-law Referendum Proposal**

The Board of Directors tabled this item.

**18:10**

1. NEW BUSINESS ITEMS:
   1. ACTION ITEM – **Union-well Board Resolution**

The Board of Directors has discussed the creation of a University Union and Recreation and Wellness Board because the Unions and the RAW are operated by student fees. From **H. Erhahon’s** research the budget for the Unions and the RAW is of approximately 5 million dollars. Out of the 5 million dollars 1.3 million go towards day to day operations for the entire school year and the rest goes towards mortgage and everything else**. H. Erhahon** then reads the Union-Well Board Resolution to the Board of Directors.

Motion to approve the Union-Well Board Resolution by **R. Khorasani** and seconded by **S. Quiambao,** motion **PASSED**.

* 1. ACTION ITEM – **ASI Committee Codes**

The Board of Directors has discussed the ASI Committee Codes which are reviewed every year to make minor edits. No committees can be seated if the ASI Committee Codes are not approved. **H. Erhahon** then addresses the changes that were made to the ASI Committee Codes.

Motion to approve the ASI Committee Codes by **H. Erhahon** and seconded by **A. Villalobos,** motion **PASSED.**

**39.25**

* 1. ACTION ITEM – **ASI Student Clubs and Organizations Funding Policies and Procedures**

The Board of Directors has discussed the Student Clubs and Organizations Funding Policies and Procedures proposed by the ASI VP of Finance/CFO **Reza Khorasani.** ASI VP of Finance/CFO **Reza Khorasani** presents the changes that he has made to the Student Clubs and Organizations Funding Policies and Procedures.

Motion to approve the ASI Student Clubs and Organizations Funding Policies and Procedures by **H. Erhahon** and seconded by **L. Ramos,** motion **PASSED.**

**58:00**

* 1. DISCUSSION ITEM – **Meeting Times & Setting Resolution**

The Chair of the BOD, **Juan Plasencia**, presented to the Board the resolution on meeting times & setting for the fall quarter. This resolution will be brought up as an action item during the next Board of Directors meeting.

**1:06:18**

* 1. INFORMATION ITEM – **Budget Allocation**

VP of Finance/CFO, **Reza Khorasani** proposes a budget allocation proposal to the Board of Directors. There were expenses that the previous board approved that actually took away from this year’s board’s budget.

**1:12:12**

* 1. INFORMATION ITEM – **ASI 2016-17 Fiscal Year Budget**

VP of Finance/CFO, **Reza Khorasani**, presented the 2016-17 Fiscal Year Budget to the Board. There are about 5 budgets that operate ASI: Administration budget, E. Pinlac is in charge and covers the salary for staff members and student assistants, the Marketing Budget, which the marketing department uses for ASI marketing, the Program Council Budget, which the Programming Council manages, Special Events which is managed by Marc Cochran, Student Government Budget, which is the budget that the Board of Directors manages. If anyone has any questions in regards to the budget they can ask **R. Khorasani, E. Pinlac** or **D. Lagasca**.

**1:16:15**

* 1. INFORMATION ITEM – **July & August 2016 Budget Report**

VP of Finance/CFO, **Reza Khorasani**, reported to the BOD the spending made for the months of July & August of 2016. At the end of every month **R. Khorasani** will be giving the BOD a spending report to keep them inform of how the budget is going. More than 33% of the budget has already been used due to various spending approved by the previous board and trips made by this year’s board as well.

**1:23:33**

* 1. INFORMATION ITEM – **Voter Registration on campus**

Director of Legislative Affairs, **Michael Ratcliffe**, informs the Board on bringing voter registration to campus with the help of the League of Women Voters. The 16 of September from 10am to 12pm there will be tabling in regards to voting in collaboration with the League of Women Voters to attract those students that are moving in at Housing. There will also be two other voting registration events prior to Election Day in November.

**1:29:18**

1. ROUND TABLE REMARKS

**L. Ramos**: This is just a general presentation. Hendrix and I were approached by Caitlin Kauffman from Title IX if anyone wanted to attend a One Love training workshop. It was founded by a mother whose daughter died of domestic violence. At this workshop you get trained to present this workshop I was wondering if anyone else would like to go. I am going. It is on September 28 at 4PM. I will send out an email with more details.

**Athletics Department Advisor**: We have a busy sports weekend coming up. We have women soccer Thursday and Saturday night and on Monday afternoon. We have men soccer on Friday and Sunday.

We have volleyball all day on Friday and Saturday. We encourage you to come out and support.

**R. Khorasani:** Leadership Conference is coming up. I am preparing a funding workshop to present.

**S. Quiambao:** Thank you for meeting with me. Everyone hold there one-on-one with me this month. If you haven’t submitted your monthly board report it is on the google drive. I also created an editable document so that we each add our fall office hours. The faster you update the document the faster I create your sign-up sheets. You all have been doing great and I am excited for school to start.

**R. Khorasani:** Student life is trying to reserve the ASI board room so if you guys need to reserve the board room for your committees and stuff, reserve it right now. Sneh sent out a request for reservation so do so.

**H. Erhahon:** For the ASI board room I did say that Student Life can have access to the room until October 30th being that there are no committees formed yet. Every single committee uses that room. I want to congratulate every single one of you for your first month in office whose first day was August 1st. I want to thank everyone for your dedication to your role. I want to give a special shout out to the board members of the month, Reza and Karen. You guys have truly shown to be dedicated to the students. Shout outs will be given every month. Feel free to reach out to me, Samantha or Erik. We should do our very best to support the athletics department the way it supports ASI. Also thank you for a successful retreat.

1. ADJOURNMENT

Meeting adjourned at **1:39PM**

**Minutes Reviewed By:**

**Chair of the Board**

**Name: Juan Plasencia**

**Minutes Approved on:**

**9-21-16**

**Date:**