## COSWB Agenda



## Associated Students

4/8/14, 6:00pm

SRB – African Diasporic Room

**CALL TO ORDER** Diane Byun and Emily Lofthouse at 6:00pm

**A. MEETING BUSINESS**

**Roll Call (Pre-entered Names)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Note:**  absent (excused/not excused)  arrived late (time)  departed early (time)  proxy (full name) | **Name** | **Note:**  absent (excused/not excused)  arrived late (time)  departed early (time)  proxy (full name) |
| Diane Byun |  | Lauren Nagra |  |
| Emily Lofthouse |  | Rogelio Gonzalez |  |
| Nimrita Singh |  | Molly Nickelson |  |
| Emily Wood |  | Margaret Lumley |  |
| Dillon Cao |  | Tiffany Park | **Excused** |
| Michelle Chiou |  |  |  |

Also present: Simone Webster from VOX, Because of Hope Representative, Active Minds Representatives

**A-2. Acceptance of Excused Absences**

MOTION/SECOND: /

Motion language: “I motion to excuse Tiffany from Spring Quarter’s meetings due to a schedule conflict that cannot be fixed”.

Passed by consent

**A-3. Acceptance of Proxies**

**B. PUBLIC FORUM**

Announcements/Information/Introductions

* Because of Hope:
* Active Minds:

Testimony for items on today’s agenda (out of order)

Appreciations/Concerns

Request to have item added to today’s agenda

**REPORTS**

**Advisor’s Report:**

**Executive Officer’s Report(s) -- New Financial Coordinator (Emily Wood)**

**Group Project/Member Report(s)**

**ACCEPTANCE of AGENDA/CHANGES to AGENDA**

The Chair may, with members’ consent, add items to the agenda for consideration at the current meeting if they meet one of the following criteria:

a) Emergency Situation -- the issue falls within ten days from this meeting.

b) Deadline -- if the issue arose after the agenda deadline and must be acted on before the next scheduled meeting.

**ACCEPTANCE of ACTION SUMMARY/MINUTES**

**ACTION ITEMS**

Event Name: CSO Keychains

MOTION/SECOND: Emma/Emily

MOTION LANGUAGE: “I motion to spend no more than $777.60 on CSO Keychains”

ACTION: PASSED BY CONSENT

Advisor/Staff recommendation/instruction/request:

Responsible for follow-up: Michelle Chiou

Event Name: Ucen Study Center

MOTION/SECOND: Diane/Michelle

MOTION LANGUAGE: “I motion to spend no more than $1000 for massages and food for the UCEN Study Center”

ACTION: PASSED BY CONSENT

Advisor/Staff recommendation/instruction/request:

Responsible for follow-up: Emily Wood

Event Name: Active Minds De-Stress Fest

MOTION/SECOND: Emily/Molly

MOTION LANGUAGE: “I motion to spend no more than $305 for inflatable obstacle course and teddy bear suit.”

ACTION: PASSED BY CONSENT

Advisor/Staff recommendation/instruction/request:

Responsible for follow-up: Emily Wood

Event Name: Rewards Cards

MOTION/SECOND: Lauren / Emma

MOTION LANGUAGE: “I motion to spend no more than $200 for COSWB’s rewards cards.”

ACTION: PASSED BY CONSENT

Advisor/Staff recommendation/instruction/request:

Responsible for follow-up: Tiffany

Event Name: Yoga Series (Instructor Fees + Supplies)

MOTION/SECOND: Diane/Emma

MOTION LANGUAGE: “I motion to spend no more than $680 for instructor fees and supplies for the yoga series.”

ACTION: PASSED BY CONSENT

Advisor/Staff recommendation/instruction/request:

Responsible for follow-up: Molly/Dillon

Event Name: FFT, Yoga Series, Self Defense Digi Knows

MOTION/SECOND: Emily / Emma

MOTION LANGUAGE: “I motion to spend no more than $240 for Digi Knows for FFT, yoga series and self defense classes.”

ACTION: PASSED BY CONSENT

Advisor/Staff recommendation/instruction/request:

Responsible for follow-up: Lauren

**F-1. Old Business:**

* **Nutrition talk/demonstration with Joanna Hill**– possible dates, any specific

topics we want him to discuss, food we want to provide?

- April 15th

- Greek collaboration still possible. Need to contact greek groups in the community.

* Co-Op Food -- healthy foods and sweets (or not as healthy stuff)! (following the 80/20 rule )
* Possible speakers (or panel?):
  + Emily Wood talk to Joanna Hill, Advisor: Health and Wellness Corps
  + Follow-Up Report:
    - Best to do event the week of April 15th
    - Collaboration with greeks? IV theater or Embarcadero Hall
    - Emily has a meeting with Wendy the Assistant Director for Fraterntities and Sororities at UCSB. Date to meet TBD, but should be this week.
    - Should be a collaboration with CPC, IFC and Health and Wellness
    - Emily email DIane and Emma update

**F-2 New Business**

* **Because of Hope**
  + Person did not come
* **Active Minds De-Stress Fest:**
  + Event Info: “Make Your Own Stress Ball”
    - May 22nd, 10:00am-2:00pm
    - Supplies:
      * printed balloons w/ COSWB logo, red balloons w/ white markings
      * balloons, flour, funnel, scissors & permanent markers.
  + Representative Contact Information:
  + Responsible for Follow-Up:
* **CSO Keychains**
  + Pricing: For 500, $300… For 1500 = $765 at $00.51 each
  + Quantity: 1500
  + Responsible for Follow-Up: Michelle
* **Bridge to Wellness**
  + Margaret & Roger:
    - Spinning Wheel bought?
      * Emma help them order it through amazon prime
    - Have a series of tabling event ideas planned out. Does not need to be every week, but you should have AT LEAST five.
    - Lauren type up a reference sheet explaining the rewards cards, COSWB, etc.
  + Past Ideas:
    - **“Take What You Need” Campaign**
      * Did really well, people loved them!
      * Make it a series
      * Put resources to achieve goal on back of cards
    - **Flower Event**
      * Talk to Trader Joes, and local flower shops for deals and discount rates
* **Yoga Series**
  + **Are the speakers bought**
  + Starting next week, Molly will not be here for the next two weeks and can only attend one
  + Location, Time, Day: Thursday, 5-6, Santa Catalina Linda Vista Room (for first four weeks, switches with Self Defense after that)
  + Instructor: Stephanie
  + What needs to be done?
    - Lauren & Tiffany: Digi-knows, website info, banner, facebook event
      * One flier for both events
    - Stephanie wants her info on our website
    - Amount that needs to be passed:
* **Self Defense Series**
  + Location, Time, Day: Thursday, 5-6, Santa Rosa Lounge (for first four weeks, switches after that)
  + Instructor: MMA club
  + What needs to be done?
    - Lauren & Tiffany: Digi-knows, website info, banner, facebook event
  + Amount that needs to be passed:
  + Wait on advertising for this until we have confirmation that this event will happen
* **Free Fitness Tuesdays**
  + Make all the classes focused on dance?
    - Publicity is key so we can get a lot of people in attendance
    - Collab. with Polynesian and other UCSB dance groups
    - Classroom announcements in “artsty” classrooms
  + Re-evaluate FFT if this dance approach doesn’t work out
  + Dillon, figure out (with Finance Board) if it is okay to pay students to teach dance classes
  + Have class at 5-6
* **COSWB Eats**
  + COSWB Eats Project Lead:
  + New posts should be on COSWB Eats:
    - Follow-Up: Tiffany/Lauren
  + Need more recipes before publication:
    - Food Schedule again! :) Can be done during food demo or at home.
    - Responsible for follow-up:
    - Send out DOODLE
* **Publicity Meeting/Training + Financial Coordinator Training**
  + Emma & Nimrita (if they can make it), Diane, Tiffany, & Lauren must set up meeting separate from meeting times b/c Tiffany cannot make regular board meetings. Lauren will get a chance to learn how to use wordpress and update the website as well.
  + Diane, Emily, & Natalya must set up meeting to discuss Financial Coordinator training.
    - Emily email Cyndi and ask for budget
      * CC Diane and Emma
      * Emily attend Signers meeting at Finance Board
* **Mindfulness Training w/ Lecture?**
  + Nimrita in charge of mindfulness for Spring
  + Who is going to lead the mindfulness?
    - Emma: Update w/ Mark
* **Free fitness/yoga series punch cards**
  + COSWB Stamp: Arrived?
  + How should be publicize this?
    - Digi-Knows maybe?
    - Responsible for follow-up on Digi-Know (if we’re doing it)
    - Responsible for follow-up on Rewards Card Banner/Art:
  + Reward Cards: Hand them out
    - Tiffany will be dropping them off to be later on
    - Who should have them?
      * Molly, Dillon, Margaret, Roger
  + Reward System:
    - 12 stamps: Water bottle
    - 10 stamps: Hoodie
    - 8 stamps: Pants
    - 5 stamps: T-Shirt or Tank
    - 2 stamps: Pens
    - 1 stamp: Stickers
    - (stamps roll over)
* **General Meeting Open to Students/General Public**
  + Chance for them to get stamps/get involved with COSWB
  + Who can help? Dates? Times?
  + Set up another meeting time for general members, or an extra half hour after board meeting
* **CoC Recruitment and 2014-2015 Board**
  + Will you still be involved?
  + Diane will receive updates from Aidan regarding the interview/election process for next year’s board.
* **Website Updates \*\*ATTN: TIFFANY**
  + Has everyone submitted an “about me”?
  + New FFT schedule, new recipes, yoga series, self-defense series → Banners/Cover Photos/Events must be made on Facebook.
  + “How to Request Funding” section should be made on website.

**DISCUSSION ITEMS**

* **How to Better Improve COSWB**
  + Once we have the FFT, Yoga Series & Self Defense series up → Tiffany or Lauren, please send out a campus-wide announcement about it. **Include the rewards cards and COSWB Eats blog.**
  + **Winter Quarter:**
    - What went well:
    - What could’ve been done better:
      * Diane’s Notes: There should be better communication amongst the board members. PLEASE respond, even if you cannot make it, so that we can all plan accordingly. Check your e-mail, texts, and facebook diligently when you know that we have an event coming up. Try your best to be involved with us.
        + If you choose to head an event, **be organized**.

You should know who’s involved in planning, when the event is, who’s getting supplies, who’s going to be there at what time (e.g. time slot sheet), confirmation of event attendance, etc.

* + - * + **Note to Diane:** Make event planning guideline perhaps?

**REMARKS:**

**ADJOURNMENT** Time - 7:00