



ISLA VISTA TENANTS UNION

INTERNAL ADMINISTRATION AD HOC COMMITTEE MINUTES

Associated Students

10/27/2020, 12:30 PM
Zoom Conference Call

CALL TO ORDER by Sabina Menzhausen at 12:30pm

A. ATTENDANCE

A-1. Roll Call

| Name | Note: | Name | Note: |
|-------------------|----------------|------|-------|
| Sabina Menzhausen | Present | | |
| Alex Young | Present | | |
| Wei Wei | Present | | |
| Jennifer Vizzuett | <i>Excused</i> | | |
| Mark Beeson | Present | | |
| Jackson Tofft | Present | | |
| | | | |

Ice Breaker: What is your favorite store to get dress clothes?

A-2. Excused Absences

MOTION/SECOND: Alex/Mark

Motion to excuse Jennifer Vizzuett.

ACTION: Consent

A-3. Proxies

MOTION/SECOND:

Motion to bundle and accept all proxies for this meeting.

ACTION:

B. PUBLIC FORUM

a.

C. REPORTS

C-1. Advisor & Staff Reports

a. Rodney

i.

C-2. Member Reports

a. Sabina

i. Student Caseworking -- rocking and rolling

1. First training session last Friday, next training session *this Friday at 11am*

2. Shadowing began yesterday

3. Created Google Drive with notes, training session recordings, and other resources for student caseworkers

- a. https://drive.google.com/drive/folders/1fKA9du50_wwsB_O9Qi85mdJueE1SPajg?usp=sharing
 - ii. Met with Cindy and Anjum on Friday to follow-up on Emergency Fund consolidation
 - 1. Biggest hold up = students who have not yet submitted their hard copy receipts (admin places a hold on checks without receiving hard copy receipts)
 - 2. However, we were able to work out quite a few confusions/inconsistencies with students and their checks!
 - 3. DEADLINE: postmarked within 1 week of email being sent
 - a. Have them reply and mention if check if on the way
 - iii. Met with SBTU member, Riley, and Jessy
 - 1. Helped create IV tenant needs survey
- b. Alex**
 - i. Meeting tomorrow with Pegeen from IVRPD
 - ii. Updated website with Caseworking and office hours of members
 - iii. Emergency Fund
 - 1. Met with Cindy, Anjum and Jackson -- money from senate can be figured out between us and IVCC
 - 2. Email out to IVCC to set up a meeting
 - 3. Assuming all approved applicants are paid out, \$64,022.53 in fund
 - iv. Make up Trainings
 - v. AS Strategic Vision Survey
 - 1. <https://www.surveymonkey.com/r/ASVISION-Fall2020>
- c. Wei**
 - i. Our budget for crisis and special projects are 3,000 and 15,000 this year, approximately 7,000 left.
 - ii. Wifi project as a long run special project, and arrange the rest as grocery delivery and temporary housing.
- d. Jennifer**
 - i. Filling out all the requisitions to be signed and approved
 - 1. Collecting addresses in order to have check mailed to people
- e. Mark**
 - i. Spanish section of Covid-19 resources
 - ii. In contact with Co-op for grocery project
 - iii. Financial graphic with Hilary
 - iv. Reddit AMA
- f. Jackson**
 - i. Met with Cindy and Anjum about Emergency Fund

D. ACCEPTANCE of AGENDA

MOTION/SECOND: Mark/Wei
Motion to accept today's agenda.
ACTION: Consent

E. ACCEPTANCE of MINUTES

MOTION/SECOND: Wei/Alex

Motion to approve the IVTU Internal Administration Committee minutes from 10/21/2020

ACTION: Consent

F. ACTION ITEMS

F-1. Working Group

MOTION/SECOND:

Motion to

ACTION:

F-2. Old Business:

MOTION/SECOND:

Motion to

ACTION:

F-3. New Business:

MOTION/SECOND:

Motion to

ACTION:

G. DISCUSSION ITEMS

- a. IVCC
 - i. Senate gave us \$30,000 originally
 - ii. Option 1: keep $\frac{2}{3}$, give $\frac{1}{3}$
- b. Remaining emergency funds... Now what?
 - i. WiFi in the parks
 1. As a long term project (budgeting)
 - a. Might not be feasible
 2. \$600/mo x 12 = \$7,200/year
 - a. Through June = \$3,600
 3. 2 parks: Little Acorn and Estero
 4. Just for school year (stepping stone for permanent WiFi later)
 - ii. Grocery items/delivery reimbursements
 1. Sabina and Mark to meet and discuss application
 2. Edit original application
 - iii. Temporary housing (for those exposed to/infected by COVID)
 - iv. Timelines?
 1. Have everything up and running by Winter

H. REMARKS

I. ADJOURNMENT

MOTION/SECOND: Alex/Mark

Motion to adjourn the meeting at 12:56pm.

ACTION: Consent