



ISLA VISTA TENANTS UNION

INTERNAL ADMINISTRATION Ad Hoc COMMITTEE MINUTES

Associated Students

8/04/2020, 11:15 AM

Zoom Conference Call

CALL TO ORDER by Sabina Menzhausen at 11:15am

A. ATTENDANCE

A-1. Roll Call

Name	Note:	Name	Note:
Sabina Menzhausen	Present		
Alex Young	Present		
Wei Wei	Absent		
Jennifer Vizzuett	Present		
Mark Beeson	Present		
Jackson Tofft	Present		

Ice Breaker: What is your favorite breakfast food?

A-2. Excused Absences

MOTION/SECOND:

Motion to excuse

ACTION:

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. On campus housing (dorms) -- singles only
 1. Charging the doubles rate
 2. Will open up to transfer students later
 3. Priorities: medical needs, foster, scholar students
 - a. Lottery otherwise

C-2. Member Reports

a. Sabina

- i. IntakeQ Online Consultation Platform
 1. \$79.92 total per month going forward

2. Total paid thus far = \$348.87
3. IVTU has 2 of the 3 total practitioners
4. Ron serves IVTU 3 days a week
5. Need to determine how to split costs (for reimbursement and moving forward)
- ii. Renting in IV Success Guide for Freshman
 1. Opportunity to collaborate with CHO
 2. Move-in: videos/initial condition report
 - a. What else to emphasize to incoming freshmen?
- iii. Wordpress training with Rodney and Mark today at 2pm
 1. Website editing
- iv. Gilson/Playa Life tenant meetings

b. Alex

- i. Legal Director interviews
- ii. Security Deposit Disputes

c. Wei

- i.

d. Jennifer

- i. Taking lead on Freshman Success Guide
- ii. Mini retreat

e. Mark

- i. Budget
- ii. Applicant addresses
- iii. PL/Gilson tenants

f. Jackson

- i. Legal-ease translation graphic or document
 1. Translating complicated phrases on leases
 2. In contact with Robin
 3. Working with other IVTU liaison on senate legislation
- ii. Survey: asking students what parts of leases are most confusing

D. ACCEPTANCE of AGENDA

MOTION/SECOND: Alex/Jen

Motion to accept today's agenda.

ACTION: Consent

E. ACCEPTANCE of MINUTES

MOTION/SECOND: Mark/Jen

Motion to approve the IVTU Internal Administration Committee minutes from 7/27/2020

ACTION: Consent

F. ACTION ITEMS

F-1. Working Group

MOTION/SECOND: Jen/Mark

Motion to move into a working group.

ACTION: Consent

The committee worked on the approval of applications for funding on a rolling basis from the Emergency Fund and approval of receipts for conditionally approved applicants.

MOTION/SECOND: Jen/Mark

Motion to move out of a working group.

ACTION: Consent

F-2. Old Business:

MOTION/SECOND:

Motion to

ACTION:

F-3. New Business:

MOTION/SECOND: Mark/Jen

Motion to conditionally approve 2 applicants for a total of up to \$600 of funding for rolling applications through 8/3/20 pending eligible receipts for up to \$300 per applicant.

ACTION: Consent

MOTION/SECOND: Jen/Mark

Motion to allocate \$300 to Chen Lin from the IVTU Emergency Fund for qualifying expenses.

ACTION: Consent

MOTION/SECOND: Jen/Mark

Motion to allocate \$57.68 to Morgan Wilson from the IVTU Emergency Fund for qualifying expenses.

ACTION: Consent

MOTION/SECOND: Jen/Mark

Motion to allocate \$292.81 to Lydia Veasna from the IVTU Emergency Fund for qualifying expenses.

ACTION: Consent

G. DISCUSSION ITEMS

- a. Freshman Success Guide (CHO)**
 - i. Budgeting (food, cleaning supplies)
 - ii. How to do utilities/normal procedures
 - iii. Roommate problems
 - 1. Chores
 - 2. Everyone contributes
 - iv. Move-in pictures and videos
 - 1. Prezi
 - 2. Initial condition reports
 - v. Other AS entities?

1. OSL
2. “Adulting 101” class series
- b.** Outreach to students from other universities moving to IV
 - i. Halloween, Del Topia, open container violations
 - ii. “Welcome to IV”
 - iii. EVPLA -- brochure of resources for non-students in IV
 1. Adding do’s and dont’s of living in IV
 2. Maia and Roo (EVPLA)
 - iv. Letter to IV Landlords
 1. Encourage tenants to socially distance
 2. Respect community
 3. Include resources for basic needs, etc.
 4. Adam?

H. REMARKS

I. ADJOURNMENT

MOTION/SECOND: Jen/Mark

Motion to adjourn the meeting at 12:23pm.

ACTION: Consent