



LEGAL RESOURCE CENTER (LRC)

LRC ADVISORY BOARD MINUTES

Associated Students

8/26/2020

Email Vote

CALL TO ORDER by Sabina Menzhausen on 8/26/2020 via Email Vote.

A. ATTENDANCE

A-1. Roll Call

Name	Note:	Name	Note:
Sabina Menzhausen	Present (yes)		
Sarah Ismaili	Present (yes)		
Leah Tran	Present (yes)		

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

C. REPORTS

C-1. Advisor & Staff Reports

a. Robin

i.

b. Ron

i.

C-2. Member Reports

a. Sabina

- i. Recent change: LRC attorneys shifted from being independent contractors to AS employees & remote services
 1. Reflecting these changes in our budget
- ii. Purchase Order -- AS Staff Salaries

1. LRC to pay 50% of Student Legal Services Advisor, Robin Unander's salary
 - a. AS Staff Salaries to pay remaining 50%
2. LRC to pay 33.33% of Student Legal Services Advisor, Ron Perry's salary
 - a. IVTU to pay 33.33% and AS Staff Salaries to pay remaining 33.33%
- iii. Journal Entry -- I/C → Staff
 1. Moving all funds from "LRC-I/C" (account 350-6000) into "LRC-Staff Salaries" (account 350-6200)
- iv. IntakeQ refunds for Riley Traut (2019-2020 LRC Student Unit Director)
 1. For 2019-2020: LRC to reimburse Riley 100%, IVTU to reimburse LRC 50%
 2. For 2020-2021: LRC already has reimbursed Riley 100%, IVTU to reimburse LRC 50%
- v. IntakeQ Open PO (50% from LRC, 50% from IVTU)
 1. Approving funding from our operating budget for ongoing IntakeQ subscription payments
- vi. IVTU board meeting on Monday 8/31
 1. Will approve reimbursements to LRC for previous IntakeQ payments in 2019-2020 (March, April, May, June) and 2020-2021 (July)
 2. Will also authorize an open PO for 50% of ongoing IntakeQ payments from IVTU budget

b. Sarah

i.

c. Leah

i.

D. ACCEPTANCE of AGENDA

MOTION/SECOND: Sabina/Leah

Motion to accept today's agenda.

ACTION: 3-0-0

E. ACCEPTANCE of MINUTES

F. ACTION ITEMS

F-1. Old Business:

MOTION/SECOND:

Motion to

ACTION:

F-2. New Business:

MOTION/SECOND: Sabina/Leah

Motion to move \$115,920.00 of remaining funds in the "LRC-I/C" (account 350-6000) to the "LRC-Staff Salaries" (account 350-6200).

ACTION: 3-0-0 -- Consent

MOTION/SECOND: Sabina/Leah

Motion to allocate ongoing funding from “LRC-Staff Salaries” (account 350-6200) for 50% of Robin Unander’s salary and 33.33% of Ronald Perry’s salary as AS employees (up to \$115,920.00).

ACTION: 3-0-0 -- Consent

MOTION/SECOND: Sabina/Leah

Motion to reimburse Riley Traut for 2019-2020 IntakeQ subscription payments for a total of \$268.97 from “LRC-Operating” (account 350-7000).

ACTION: 3-0-0 -- Consent

MOTION/SECOND: Sabina/Leah

Motion to allocate ongoing funding from “LRC-Operating” (account 350-7000) for a total of \$36.96 per month for the remainder of the remote services during the 2020-2021 academic year.

ACTION: 3-0-0 -- Consent

G. DISCUSSION ITEMS

a.

H. REMARKS

I. ADJOURNMENT

EMAIL VOTE.

UC SANTA BARBARA

Sabina Menzhausen <smenzhausen@ucsb.edu>

LRC Advisory Committee Email Vote, 8/26

Leah Tran <leah_tran@ucsb.edu>

Thu, Aug 27, 2020 at 4:19 PM

To: Sabina Menzhausen <smenzhausen@ucsb.edu>

D. ACCEPTANCE of AGENDA

*MOTION/SECOND: Sabina/Leah**Motion to accept today's agenda.**ACTION: Yes*

F. ACTION ITEMS

F-2. New Business:

*MOTION/SECOND: Sabina/Leah**Motion to move \$115,920.00 of remaining funds in the "LRC-I/C" (account 350-6000) to the "LRC-Staff Salaries" (account 350-6200).**ACTION: Yes**MOTION/SECOND: Sabina/Leah**Motion to allocate ongoing funding from "LRC-Staff Salaries" (account 350-6200) for 50% of Robin Unander's salary and 33.33% of Ronald Perry's salary as AS employees (up to \$115,920.00).**ACTION: Yes**MOTION/SECOND: Sabina/Leah**Motion to reimburse Riley Traut for 2019-2020 IntakeQ subscription payments for a total of \$268.97 from "LRC-Operating" (account 350-7000).**ACTION: Yes**MOTION/SECOND: Sabina/Leah**Motion to allocate ongoing funding from "LRC-Operating" (account 350-7000) for a total of \$36.96 per month for the remainder of remote services during the 2020-2021 academic year.**ACTION: Yes*

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UC SANTA BARBARA

Sabina Menzhausen <smenzhausen@ucsb.edu>

LRC Advisory Committee Email Vote, 8/26

Sarah Ismaili <sarahismaili@ucsb.edu>
To: Sabina Menzhausen <smenzhausen@ucsb.edu>

Wed, Aug 26, 2020 at 3:04 PM

Here are the votes!
Thank you,
Sarah Ismaili

D. ACCEPTANCE of AGENDA

MOTION/SECOND: Sabina/Leah
Motion to accept today's agenda.
ACTION: Yes

F. ACTION ITEMS**F-2. New Business:**

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ACTION: Yes

MOTION/SECOND: Sabina/Leah
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ACTION: Yes

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ACTION: Yes

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