



BCU PARDALL CENTER GOVERNANCE

BOARD MINUTES

Associated Students

DATE: August 28, 2020

LOCATION: Remotely Minutes/Actions recorded by: Pauline Her (Chairperson)

CALL TO ORDER: 2:36 pm by Pauline Her, Chairperson

A. MEETING BUSINESS

A-1. Roll Call

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)
Pauline Her	present	Angel Diaz	present
		Alex Young	present
Tamela Harris	present	Sabina Menzhausen	present
Daniel Segura	present		
Harrison Pyros			

A-2. Acceptance of Excused Absences

A-3. Acceptance of Proxies

B. PUBLIC FORUM

C. EXTERNAL REPORTS

A. Advisor's Report

a. Programs Brief:

- i. Joint-AS Distribution effort has resulted in 3,774 masks distributed to IV so far
 1. Recent expansion to biweekly deliveries of 50 masks to 10 local businesses to support their doors staying open & support overall decrease of rapid rise in COVID infections in IV.
 2. I am reporting directly to Community Advisor & EVPLA at weekly Tuesday check-ins as well as to this Board.

- ii. 2nd Floor continues to process IVTU Fund requisitions, which is set to end September 1st.
 - 1. Requests from staff to close the loop b/w LRC/IVTU leadership & staff program support to encourage more two-way communication. Any suggestions on how this could happen?
 - iii. Tamela to report on Remote Project updates
 - b. Advisor Business:
 - i. Important BCU Trainings for all members are occurring as we speak, and are directly tied to honoraria- please be sure to register for trainings if receiving maximum of honoraria is important to you.
 - ii. I'll prioritize getting all new members for 20-21 year integrated on Slack & with their AS email this week to support their registration with BCU trainings.
 - iii. Transition binders for new/returning members- where is the Board at with this, and how can I help?
 - iv. Social Media posting rules project follow up- where is the Board at with this, and how can I help? Requested goal based on staff input is to have rules set by Fall quarter.
 - v. Budget Considerations:
 - 1. ~60k over budget last year; due to overdue CSO bill from 2018, and a partial payment of Advisor's staff salary, which we were unaware of. Clarification of total amount of Advisor's salary is underway, and will be reported at next meeting.
 - vi. Proposal to have next meeting be a several hour retreat, to introduce new Board members, and do team building/goal setting for this upcoming year?

B. Executive Officer's Report(s)

C. Group Project/Member Report(s)

- a. Chairperson (Pauline Her)
 - i. Everyone has \$15 to spend on food for self for this meeting
 - ii. Pardall Entities Shared Costs meeting
 - 1. Most utilities of building split 50/25/25 with PC, LRC, IVTU
 - iii. New treasurer position - Jessie Liao
- b. EVPLA Representative (Daniel Segura)
 - i. Masks distribution continuing
 - ii. Working on still compiling more resources throughout the year
- c. Student Staff Representative (Tamela Harris)
 - i. Remote projects: met with Diana & Erin to get information for events for PC

- d. IVTU Representative (Alex Young)
 - i. Finance meetings: split of rent because of two different leases (and sorting through rest of finances)
 - ii. Everyone call Gov. Newsom - about rent situation
- e. LRC Representative (Sabina Menzhausen)
- f. Senate Liaison (Angel Diaz)
 - i. New project senators want: open a Food Bank at PC (getting the project rolling)

D. ACCEPTANCE of AGENDA/CHANGES to AGENDA

E. CONSENT ITEMS

- A) Approval of our Action Summary/Minutes from 07/21/2020
 - MOTION/SECOND:** Menzhausen / Young
 - Motion Language:** Motion to approve minutes from 7/21/2020.
 - ACTION:** Consent

F. ACTION ITEMS

F-1. Old Business:

F-2 New Business:

- A) Request by Advisor to fund monthly Spectrum Internet bill (\$55/month) during COVID-19 for remote office pending it's friendly with procedures with F&B AS
 - MOTION/SECOND:** Segura / Young
 - Motion Language:** Motion to approve \$55/month for Spectrum Internet bill with the stipulation that it's friendly with F&B policies and procedures.
 - ACTION:** Consent
- B) Request by Advisor to approve Open PO of \$400 for year for Advisor to be reimbursed for emergency expenditures (e.g. paper, toner)
 - MOTION/SECOND:** Segura / Harris
 - Motion Language:** Motion to approve \$400 for Open PO.
 - ACTION:** Consent
- C) Approve Jessie Liao to be Treasurer for 2020-2021 school year
 - MOTION/SECOND:** Menzhausen / Harris
 - Motion Language:** Motion to appoint Jessie Liao as Treasurer.

ACTION: *Consent*

G. DISCUSSION ITEMS

- A) Transition binder updates (completed before Fall)
- B) Social media posting rules (completed before Fall)
 - a. Subset group: Alex, Pauline, Tamela
 - b. Questions about Social Justice issues on Social Media
- C) Honoraria trainings

H. REMARKS

I. ADJOURNMENT

MOTION/SECOND: *Young / Segura*

Motion Language: *Motion to adjourn this meeting.*

ACTION: *Consent*