



BCU PARDALL CENTER GOVERNANCE

BOARD MINUTES

Associated Students

DATE: **January 18, 2021**

LOCATION: Remotely Minutes/Actions recorded by: Nhung Tran (Vice Chair)

CALL TO ORDER: **11:04AM** 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	Alex Young	Present
Nhung Tran	Present	Sabina Menzhausen	Present
Tamela Harris	Absent	Daniel Segura	Absent
Erika Ramos	Present	Angel Diaz	Present
Shannon Sweeney	Absent (excused)		
Jessie Liao	Present		

A-2. Acceptance of Excused Absences

MOTION/SECOND: *Young/Ramos*

Motion Language: Motion to excuse Shannon's absence today.

Young: Call to question

ACTION: No objections.

Motion passes

A-3. Acceptance of Proxies

N/A

B. PUBLIC FORUM

IVCRC Care Packages for the Houseless Event

- o Yiu-On Li
- o Humberto Rico
- o Recap: IVCRC needs a distribution site around late January for their 50-100 packages for the houseless. They are looking at who is in Isla Vista to work this event and observing their funding. Other locations are being considered, but considering Pardall Center which still needs on-site distribution approval.
- questions
 - o Young: IVCRC board members would like to go in and out of the center?
 - Li: Yes, but there are only one or two members in Isla Vista currently. Other people may join (volunteers not affiliated with IVCRC). My belief is that they would have to be cleared by AS to help.
 - Rico: Correspondence with IV Park District, CAB, Corp District, variety of volunteers.

- Young: Planning 3 to 4 volunteers outside each location. Perhaps one volunteer would go inside. Focusing on making this outside.
- Her: Different hours working?
- Rico: Depending on convenience of volunteers. Perhaps 3-10PM.
- Her: Conducting without staff there?
- Lee: On-site distribution proposal needs to be approved. Focusing on minimizing interaction. Depending on the dates, it could be a Saturday. But at least one staff member would need to present to open the center. Tricky question - minimizing contact. Going inside - for storage? bathroom break?
- Li: Using inside would be for storage. Could try to leave storage outside.
- Lee: volume of inventory?
- Li: unsure. 50-100 people
- Lee: Would be after Pardall's Proposal. There are back entrances for temporary storage. better for maximum distance.
- Rico: facility access form, where to get a hold?
- Lee: sent through email and on AS website. Advisor?
- Rico: Allina Mojarro
- Tran: How many packages?
- Li: packages, approximate grouping of items. looking to making physical
- 50-100 packages
- Young: inside of the packages?
- Li: non perishable foods, jackets, masks, hand sanitizer, etc
- Li: When would the proposal/authorization be approved?
- Lee: Not finished, needs to be submitted. Waiting period of perhaps a month. Depends on our board's progress of submission.
- Li: Keeping options for distribution open.
- Rico: AmeriCorps holds biweekly distribution at the park, perhaps add to their services. Will keep in contact with the PC Gov Board.
- Her: Keeping in contact/in loop through email for updates.

C. EXTERNAL REPORTS

C1. Executive Officer's Report(s)

- a. Savannah Lee:
 - i. MLK, national day of service, to focus on his contribution to the community and how his quote resonates with what PC Gov Board does.
 - ii. Anyone serving today?
 - iii. (Savannah's reports @ C3)

C2. Group Project/Member Report(s)

- a. Chairperson (Pauline Her)
 - i. 2021-2022 Budget meeting with Savannah tomorrow
 - ii. Looking into new meeting time
 - 1. Shannon has EVPLA meetings during this time, important to have an EVPLA representative here.
 - 2. Please be open to meeting times!
- b. Vice Chair (Nhunh Tran)

- i. Please send me agenda updates/topics! (if anything big or please feel free to put them in here beforehand)
 - c. Student Staff Representative (Tamela Harris)
 - i. N/A
 - d. Student Representative-at-Large (Erika Ramos)
 - i. Happy winter quarter!!
 - e. Student Representative-at-Large (Shannon Sweeney)
 - i. N/A
 - f. Treasurer (Jessie Liao)
 - i. Budget meeting tomorrow with Her and Savannah.
 - ii. How does our distribution and IVCRC's distribution conflict?
 - 1. Her: Pardall's opened more often. Different resources.
 - 2. Lee: getting university to have Pardall as a distribution center in general. IVCRC would need one time to distribute.
 - 3. Young: Weird to have others in the center. Could we have our staff distribute the items?
 - 4. Lee: Different university requirements for solid action plan, minimizing transmission, etc
 - 5. Young: Why is it necessary to bring IVCRC volunteers to distribute them?
 - 6. Lee: Definitely an option. IVCRC to pay for staff's time? Who would pay for that? Perhaps this board? On-site counselor? Staff do all of the requirements.
 - 7. Liao: I agree (with the staff conducting this distribution)
 - g. IVTU Representative (Alex Young)
 - i. IVTU Emergency Fund is now open
 - 1. up to \$150 for students in quarantine/isolation for food, groceries, and delivery fees
 - 2. Different Criteria from moving expenses to any students that have to be quarantined/isolated
 - 3. Sabina's project
 - 4. <https://forms.gle/t3oG1uoGixb4MXyz5>
 - 5. great graphic, please request it from me
 - 6. 146 applications as of today, opened on Friday
 - 7. Please get this news out!
 - 8. Her: send graphic to Slack and have harris publicize on PC Gov Board socials
 - h. LRC Representative (Sabina Menzhausen)
 - i. Working on budgeting
 - ii. Working on collaborative webinars with Phi Alpha Delta (pre-law frat)
 - i. EVPLA Representative (Daniel Segura)
 - i. N/A
 - j. Senate Liaison Off-Campus Senator (Angel Diaz)
 - i. Excited to work with yall! excited on beautifying the center
- Young: About beautifying the center. AS don't own the center. Is a mural possible?

- Lee: Possible. Board needs to decide the details and plan out the details of what type of mural and what artist(s) as well as a grant. If its something under \$10K, don't necessarily need landlord approval but it would be wise to still tell her of our plans. Discuss with Ed and Marisela.

C3. Advisor's Report (Savannah Lee)

- a. Program Updates
 - i. AS asking for Winter Status for Program, for Website.
 - ii. Senator Quinoa(?) asking for our board's meeting times.
 - 1. Her: has submitted updated time and will submit times again if we have a new meeting time.
 - iii. Proposal - Operations section ready for review
 - 1. Statement of Intent
 - 2. Finish Narrative
 - 3. Need Board Approval
 - iv. Supplies needed + beautifying Pardall Center
 - 1. external signs (vinyl) for different supplies section and "we are open" ~\$500
 - 2. flexigrass barriers for open windows ~\$350
 - 3. inside/outside center lacks plants and artwork, bins have been removed so plenty of open space
 - 4. inventory of furniture
- b. Finances
 - i. 2021-2022 budget proposal due Feb 3
 - ii. AS approval for Retroactive Honoria
 - 1. Young: closed yesterday
 - iii. Reaffirmations coming up
 - 1. really important for social media campaign
 - 2. market what program is doing, since minimum of 20% of students needed for reaffirmation
 - 3. special election - only 9% turned out
 - 4. good next project
- c. Advisor Business
 - i. Updating office hours on PC website
- d. Staff Updates
 - i. N/A

D. ACCEPTANCE of AGENDA/CHANGES to AGENDA

E. CONSENT ITEMS

- A) Approval of our Action Summary/Minutes from *12/04/2020*
 - i. **MOTION/SECOND:** *Menzhausen/Liao*
 - ii. **Motion Language:** Motion to do approve from *12/04/2020*
 - iii. **ACTION:** *Consent*
 - iv. *Motion passes*

F. ACTION ITEMS

F-1. Old Business:

A) N/A

F-2 New Business:

A) Motion to *allow Word Magazine to place their newsstand outside the Pardall Center with the condition that they have continual maintenance to upkeep it.*

i) **MOTION/SECOND:** *Young/Menzhausen*

ii) **Motion Language:** *Call to question.*

iii) **ACTION:** *Consent.*

iv) *Motion passes*

B) Motion to approve additional honoraria for the Board, contingent on the approval of advisors and fall quarter extra honoraria still available.

i) **MOTION/SECOND:** *Menzhausen/Ramos*

ii) **Motion Language:** *call to question by Menzhausen*

iii) **ACTION:** *Consent*

iv) *Motion passes*

G. DISCUSSION ITEMS

A) IVCRC Care Packages for the Houseless Event

a. *IVCRC is looking for a site in Isla Vista to distribute care packages to the houseless community members in a one-time event*

i. *Pardall = one of potential sites, need covid-19 prevention measures plans and submit to the department head, Marisel Marquez for approval before being cleared to run the event*

b. *Her: saw the corrections on proposal from the last meeting, good progress*

B) WORD Magazine's Proposal for News Stand outside Pardall Center

a. *Natalie Alvarez's (WORD magazine representative on the IV Arts board) email to Savannah*

i. *"I am the WORD magazine representative on the IV Arts board and we were wondering if we could place a news stand outside the Pardall center. WORD magazine uses various voices to shed light on the differing cultures and opinions of students living in IV. The magazine would be free for anyone to take. We already have a newsstand ready to go and we thought the pardall center would be a perfect location because of the constant foot traffic. I attached an image of a prototype of our newsstand below. The only difference is that our stand will have a "WORD" logo on the side of it. Please let me know if you have any questions or concerns."*



ii.

- b. Young: Love the magazine.
 - c. Lee: Seeing things outside the center constantly not being checked on. Would suggest to have condition to regularly clean/check
 - d. → new business
- C) Senate passed a resolution that allows Association members the option to apply for additional honoraria given that members may have been subjected to additional work due to the COVID-19 pandemic
- a. Liao: additional honoraria from our budget?
 - b. Lee: Yes, taken from the PC budget. There is definitely enough funds for this. Young and Menzhausen probably would get their honoraria from their entities.
 - c. Young: I believe our honoraria comes from PC funds.
 - d. Her: Anything to add for application?
 - e. Diaz: Encourage all of you to try for it! Helpful for y'all.
 - f. Young: Retroactive honoraria closed yesterday - too late for fall's?
 - g. Lee: Email, there may be more flexibility with this new addition.
 - h. Young: Is there something we need to do this meeting?
 - i. Lee: Could get back to y'all on this.
 - j. Liao: Don't think there are any downsides to approving this. Would this be a temporary thing?
 - k. Her: Temporary for this year, for covid circumstances.
 - l. Her: Email vote.
 - m. Lee: Could vote conditionally right now.
 - n. → new business

H. REMARKS

- Her: sending out when meeting again, please select all times you are available!
- Lee: IVCRC - using pardall staff - they could use the hours
 - whole board to work with IVCRC on details
 - who is paying for staff. shared costs
- Young: When are we working on the proposal?
 - Her: checking availability, more progress/finished before next meeting
 - in between this meeting and next meeting
 - sending out summary of progress and suggestions
- Young: letter about pardall center opening
 - find it
 - use it as base

I. ADJOURNMENT

MOTION/SECOND: *Menzhausen/Liao*
 Motion Language: Motion to *adjourn meeting*
call to question
 ACTION: *Consent*
Motion passes
12:03PM

