



BCU PARDALL CENTER GOVERNANCE

BOARD MINUTES

Associated Students

DATE: **December 4, 2020**

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

CALL TO ORDER: **12:05PM** by Nhung Tran, Vice Chair

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	Absent (Excused)	Alex Young	Present
Nhung Tran	Present	Sabina Menzhausen	Present
Tamela Harris	Present	Daniel Segura	Arrived Late (12:30PM)
Erika Ramos	Present	Angel Diaz	Present
Shannon Sweeney	Present		
Jessie Liao	Arrived Late (12:27PM)		

A-2. Acceptance of Excused Absences

MOTION/SECOND: *Sweeney/Harris*

Motion Language: Motion to excuse Her's absence.

ACTION: *Consent*

Motion passes

A-3. Acceptance of Proxies

N/A

B. PUBLIC FORUM

N/A

C. EXTERNAL REPORTS

C1. Executive Officer's Report(s)

- a. N/A

C2. Group Project/Member Report(s)

- a. Chairperson (Pauline Her)
 - i. Absent
- b. Vice Chair (Nhung Tran)
 - i. IVCRC Light Show no longer planned for Pardall Center location
- c. Student Staff Representative (Tamela Harris)
 - i. Pardall Center Operations as usual, IV businesses collaborations

- ii. Rearranged schedules post-thanksgiving break to abide with University's travel advisories
- d. Student Representative-at-Large (Erika Ramos)
 - i. Met up with team to draft printing proposal
- e. Student Representative-at-Large (Shannon Sweeney)
 - i. Met up with team to draft printing proposal
- f. Treasurer (Jessie Liao)
 - i. Arrived Late
- g. IVTU Representative (Alex Young)
 - i. Draft Google Form for Printing**
 - 1. <https://forms.gle/4PsGtdPEY6hzsuQr6>
 - 2. Edit Form to eliminate addresses input and create 10 minute intervals
 - 3. Access to Computers and Printing - Perm numbers needed?, houseless need these resources
- h. LRC Representative (Sabina Menzhausen)
 - i. Met with Nhung and Jessie to draft mask & thermometer distribution portion of the PC opening protocol
 - ii. Idea for printed resource distribution: QR code
- i. EVPLA Representative (Daniel Segura)
 - i. Proposal for Hand Washing Stations**
 - 1. Ensure all of them around IV
 - 2. 10 Locations
 - a. Children's Park - plenty of family members and children
 - b. Beach Access Points
 - c. DP
 - d. Sands Beach Entry
 - e. Greek Life Park
 - f. Suggestions for locations?
 - 3. Public Health Commission
 - a. Concerns about securing these stations
 - i. no way of securing
 - ii. fines would have to be paid by EVPLA
 - b. looking vendors that would provide this security
 - i. researching risk management
 - ii. Hand Sanitizer Distribution Idea**
- iii. Food Bank Survey
 - 1. 480 Responses
 - 2. People unaware of Food Bank being open, accessible
 - 3. proposal for opening
 - 4. Health and Safety Check-In
- iv. Purchasing Masks
 - 1. 5000 masks purchased before
 - 2. demand has gone up
- v. Mural Application**

1. Mural will be at side of Bagel Cafe
2. Project occurring in Winter Quarter
3. Commissioning Past Grad Student for Mural in Isla Vista
 - a. BLM
 - b. previous organizer for memorial at 67 DP
4. Working with Santa Barbara Art Fund

vi. Student Quarantine Openings Sent to Landlords

- j. Senate Liaison Off-Campus Senator (Angel Diaz)
 - i. Excited for next quarter!

C3. Advisor's Report (Savannah Lee)

a. Program Updates

- i. Question: For all future requests to use PC, how shall we forward this information?
 1. Invite entities to attend Board meetings
- ii. Senate's last meeting 12/2
 1. Make sure minutes and funding requests approved for fall quarter are sent to IVP
- iii. Masks have run out
 1. Collaborative effort by IVCRC, COSWB, EVPLA & EVPSA to order ~10K masks to have for winter quarter
 2. Student staff hours for first floor will likely be reduced for remaining fall quarter due to lack of work

b. Finances

i. Fee Reaffirmation

1. Good time to start collecting Letters of Support
2. Good time to begin Social Media Campaign
 - a. Student staff can help support these efforts, recommend Board first create an Outline of campaign

- ii. Reminder that \$3,000 is available for Board virtual conferences/development opportunities

iii. Master Clean bill for IVTU/LRC

1. Can you send me the dates that IVTU/LRC approved the split cost for a PO?

c. Facility:

2. EH&S walked through the PC to make sure operations are up to covid-19 precautions code
3. A few recommendations were made that PC staff will attend to next week
4. Reminder: For all events/requests to access the PC by other entities:
 - a. A Facilities Access proposal needs to be submitted to department
 - i. If the service/event is not currently deemed "essential" or already approved in our current

WSSP, then it will also likely need approval from SA as well after department approval

5. For any meetings in person, by persons of this Board on behalf of the PC:
 - a. Approval from Marisela needs to be granted (best via email)
 - i. Recommended to follow Facilities Access protocol, be thorough & have bases covered, to cut down on time spent with back and forth emails as there are likely dozens of requests
 - ii. For ex: Board arranges an in-person event at a park in IV- that would need approval
 - c. Advisor Business
 - i. Food Bank Coordinator Search Committee
 - a. Happy to include questions into interviews that Board may have

D. ACCEPTANCE of AGENDA/CHANGES to AGENDA

E. CONSENT ITEMS

- A) Approval of our Action Summary/Minutes from 11/27/2020
 - i. **MOTION/SECOND:** *Segura/Sweeney*
 - ii. **Motion Language:** Motion to approve notes from 11/27/2020
 - iii. **ACTION:** *Vote: Consent*
Motion passes.

F. ACTION ITEMS

F-1. Old Business:

A) N/A

F-2 New Business:

A) N/A

G. DISCUSSION ITEMS

- A) Printing Proposal
 - a. Young: **prioritizing printing** since unavailable elsewhere
 - b. Segura: many students asking about printing
 - i. student advocate office campaign about entity resources
 - ii. OSA budget used
 - iii. project for student staff
 1. Lee: need outline for them to guide
 - c. Lee: letters of support from this
- B) Mask/Thermometer Proposal

- a. Harris: Proposal similar to previous procedures
 - i. let people take as many masks they wanted, this was useful for getting masks for others unable to come
 - ii. Lee: Don't need limits, unless taking excessive amount
 - 1. 10K masks may be split between many groups in IV
 - 2. Perhaps limits of 5**
 - 3. Keeping track of mask amounts
- b. Liao: Mask Distribution Limit Per Day
 - i. 50 masks put out in the beginning, then done
- c. Segura: hand sanitizer for distribution
 - i. gloves possibility, unsure of how much this resource would be utilized
- C) Pamphlet Distribution Proposal
 - a. Resources Information
 - i. Lee: What kind of content? **Collaboration with other entities for useful information.**
 - ii. Wellness checks
 - iii. coping mechanisms, activities to do
 - iv. mental health and wellness
 - b. physical pamphlets for accessibility
 - i. PC
 - ii. Restaurants
 - c. QR codes
 - d. Covid resources and non-covid resources
 - i. Jack
 - ii. follow up on this**
- D) Safer Sex Materials Distribution, asked by non-AS students (Lee)
 - a. Segura: sounds like a good idea
- E) IVCRC houseless care package project (Lee)
 - a. delivering to houseless community
 - b. looking for locations, asking for pallard center use
 - c. university covid guidelines, smaller facility access proposal since its a one time event
 - i. work with one or two board members
 - d. any volunteers?**
 - i. Segura, Young, Harris**
 - ii. forwarding information to three and Her**
- F) Purchasing Masks
- G) Phasing Option for Proposals
 - a. Lee: Prioritization of Proposals
 - b. How to complete these
 - i. Savannah to edit and clarify ideas**
 - ii. Email vote for proposals submission**

H. REMARKS

- put any cool virtual events ideas to attend in the Slack

I. ADJOURNMENT

MOTION/SECOND: *Young/Segura*

Motion Language: Motion to *adjourn meeting*

ACTION: *Vote: Consent*

Motion passes.

1:05PM