

**Board of Directors Meeting Minutes of April 10<sup>th</sup>, 2024**



**H. Corum** states that the budget for the event has been significantly increased. In addition to the previously mentioned items such as lotion bars, sewing kits, and poppy seeds, she has also included additional items such as air plants, bento boxes as suggested, and various shampoo bars. She clarifies that some of these items are sourced from Etsy rather than Amazon but ensured that they would be delivered in time for Earth Day. **G. Felix** asks about the flyer and advertisement for the event. **H. Corum** mentions that the flyer encompasses various panels and student-led events scheduled throughout the week, along with details about the event discussed for April 23rd. She indicates that she would be emailing the flyer. **Motion** to approve \$800 for Tabling for Earth Week from the Sustainability Non-Food Budget by **majority**, motion **CARRIED**.

7:20

**B. ACTION ITEM - Wellness Week**

The ASI Board of Directors will be taking action on the Wellness Week.



VII. NEW BUSINESS ITEMS:

A. INFORMATIONAL ITEM -



reaching out to an alumni representative for additional input or ideas regarding the event. She also welcomes any other suggestions or ideas from the group. **E. Quineri** inquires whether documentation exists from previous occasions when the raffle and gift basket initiative was carried out. **C. Chin-Newman** suggests that the approach for organizing the gift bags could be decided upon by the team. Previously, the task was managed by Sarah Nielsen, who funded and assembled the bags herself. However, due to current constraints, she proposes exploring alternative options, such as purchasing gift baskets from Costco or delegating the responsibility to another individual. **H. Corum** expresses enthusiasm for the idea of conducting a raffle as a gesture of appreciation. However, she raises a valid concern about the source of funding for the raffle. Given the current financial status, she inquires about which budget would cover the expenses associated with the raffle. **C. Chin-Newman** offers to take care of purchasing the cards for the gift basket, but she expresses uncertainty about the contents of the basket and the associated costs. She suggests that deciding on the contents and budget for the gift basket is an important consideration. Additionally, she indicates that she doesn't believe the expenses need to be overly expensive. **C. Martinez-Aguilera**



the idea of hand-writing cards after the next BOD meeting and asks for confirmation on whether funding approval for the project could be obtained, with the expectation that it might occur within a month. **T. Buttchen** confirms that the proposed amount is \$100 and requests a note detailing the purpose of the funding so that he can accurately request it from the budget. **C. Chin-Newman** agrees to follow up with an email to confirm the discussion and next steps.

**24:25**

VIII. SPECIAL REPORTS

A. **UHRL 2024 - 2025 Updates**

**Motion** to postpone Special Reports A to the next Board of Directors Meeting by **E. Loredo**,



and requests participants to wear the required colors, red and black, to facilitate the photo session and event promotion.

**C. Chin-Newman** directs a question to **H. Corum**, inquiring about the details of her cleanup event and whether it's intended to be promoted beyond the student community. **H. Corum** shares that the cleanup event is not exclusive to ASI but is an initiative extended by the city of Hayward. The event encompasses a cleanup session followed by a community resource fair. She mentions ASI's participation, intending to have ASI swag available for distribution at the fair. **C. Chin-Newman** requests a written description of the event via email, expressing plans to feature it in both the Academic Affairs newsletter, distributed to faculty, and the Senate newsletter, which is read by faculty and staff. **H. Corum** states that she will send out the flyer.

**K. Sheshadri** provides a reminder about the transition binder, indicating it was sent out last week. With one month remaining and the last office day set for May 1<sup>st</sup>, he clarifies that submissions for the binder should be made by May 1<sup>st</sup> instead of May 3<sup>rd</sup>, as previously stated. He encourages everyone to review the binder thoroughly and reach out if there are any questions. **L. Deguzman** seeks clarification regarding the necessity of creating a transition binder if one's position is being discontinued. **K. Sheshadri** confirms that the transition binder must be created. **A. Depappa** emphasizes the importance of sharing knowledge and experience with the upcoming board members, acknowledging that despite changes in the board composition, the insights gained this year remain valuable.

**31:38**

X. ADJOURNMENT at **12:39 PM**  
**Motion**



