



2019-2020 Staff Assembly Executive Board (SAEB)
Meeting Minutes
TUESDAY, JANUARY 7, 2020

UC Mexus | 11:00a - 12:45p

Meeting was called to order by Crystal Petrini at 11:05 a.m.

In Attendance

×	Girod, Jeff (JG)	×	Petrini, Crystal (CrP)
×	Ebina, Penni (PE)	×	Gochicoa, MaryAnn (MG)
×	French, Ross (RF)*	×	Davis, Allura (AD)
×	Rodnuson, Charlie (CR)		Heun, Chris (CH)
×	Lozano, Johnathan (JL)	×	Van Horn, Katherine (KV)
×	Figueroa, Frank (FF)	×	Battle, Valerie (VB)
×	Dennis McIver		

There are currently twelve (12) positions on the Board filled (11 voting); quorum is currently seven (7) people (2/3).

** Not a voting member*

Only majority is needed for votes

1. Number of Voting Members Present: 10
 2. Number Absent: 1
- Excused: 1

Approval of Previous Meeting Minutes

12/10 minutes reviewed and unanimously approved.

Announcements

None.

Board Member/Committee Reports

Board Member/Committee Reports:

- Secretary, Chris Heun
 - Not present

- Director of Events, Valerie Batlle
 - No updates
- Director of Communications, Jeff Girod
 - No updates
- Director of Fundraising, MaryAnn Gochicoa
 - No updates
- Co-Directors of Involvement & Recognition, Johnathan Lozano & Katherine Van Horn
 - No updates
- Director of Outreach, Allura Davis
 - No updates
- Director of Professional Development, Charlie Rodnuson
 - No updates
- Treasurer, Penni Ebina
 - Confirmation that \$100 donation in the name of Matt Sakaguchi made to Guide Dogs for the Blind
- Immediate Past President, Ross French
 - No updates
- Vice President, Frank Figueroa:
 - Staff Assistance request:
 - Frank provided campus assistance resources
 - Requested \$1500, modified to \$100
 - MaryAnn motion, Johnathan seconded, Penni abstained, motion passes
- President, Crystal Petrini
 - Updates about the engagement survey: 48 new responses since yesterday's email.
 - Conversation about the UC/state rainy day fund to make up UC pension gap, voted on by the state of California, 1.5 percent per employee
 - Crystal introduces a brainstorming session: What do we want this board's legacy to be?

Agenda Items

- New Staff Assembly Vice President – All
 - Frank officially resigned. Will not be attending future board meetings
 - Motion to forego election for new vp, passes
 - Ross suggests an email to senior leadership announcing the change...
 - Next board meeting we are asked to wear our polos for a new group photo
 -
 - Election of new VP, MaryAnn motions to elect Dennis, Johnathan seconded
 - Passes unanimously, no abstentions, Dennis is notified and joins the meeting.
- 1) Contact to UCSB to learn about their staff mentoring program, 2) Ideas from board on what they would like to see in a mentoring program – Charlie
 - Discussion postponed
- Campus Business Services Advisory Council – Chris
 - Discussion postponed
- Staff Assembly Bylaws - Proposed Revisions 2020 - Ross

Decisions/Votes

1. Motion to forego an election for a new VP
 - a. Discussion/Debate: RF suggests an email to campus leadership announcing the change
 - b. Questions: None
 - c. Motion to approve by KV, second by VB
 - i. Approved

- d. Vote/Count
 - ii. Total Number of Members Voting: 10
 - iii. Abstentions: 0
 - iv. Recusals: 0

10	Approve/Accept/In Favor/Yea
0	Opposed/Nay

2. Election of a new VP – Dennis McIver

- a. Discussion/Debate:
- b. Questions: None
- c. Motion to approve by MG, second by JL
 - i. Approved
- d. Vote/Count
 - ii. Total Number of Members Voting: 10
 - iii. Abstentions: 0
 - iv. Recusals: 0

10	Approve/Accept/In Favor/Yea
0	Opposed/Nay

3. Meeting Minutes 12/10/2019

- a. Discussion/Debate: None
- b. Questions: None
- c. Motion to approve by KV, second by VB
 - i. Approved
- d. Vote/Count
 - ii. Total Number of Members Voting: 10
 - iii. Abstentions: 0
 - iv. Recusals: 0

10	Approve/Accept/In Favor/Yea
0	Opposed/Nay

4. Staff Assistance Request

- a. Discussion/Debate: None
- b. Questions: None
- c. Motion to approve by MG, second by JL
 - i. Approved for \$100.00
- d. Vote/Count
 - ii. Total Number of Members Voting: 10
 - iii. Abstentions: 1
 - iv. Recusals: 0

10	Approve/Accept/In Favor/Yea
0	Opposed/Nay

New Action Items

1. RF suggests an email to campus leadership announcing election of a new Staff Assembly Vice President
 1. Responsible Person(s): Crystal Petrini
 2. Due Date/Follow-Up: 1/21/2020 (completed 1/15/2020)

Past Action Items

1. CH drafted communication re: UNEX class and distributed to Service Award Winners at Fall General Meeting. Post to SA Website prior to Winter General Meeting.
 - a. Responsible Person(s): Chris Heun / Jeff Girod (post to SA website)
 - b. Due Date/Follow-Up: 1/21/2020
2. Need to schedule meeting to plan for CPF before end of October (include Julie Salgado).
 - a. Responsible Person(s): CP, VB
 - b. Due Date/Follow-Up: 1/21/2020

Calendar & Notes/Comments

Date	Event	Time	Location
September 9, 2019	Informal Luncheon w/ Chancellor	12:00 p.m. — 1:00 p.m.	SSB 2201
September 12, 2019	Chancellor's Staff & Faculty Picnic	11:30 a.m. — 1:00 p.m.	Hinderaker Lawn
November 7, 2019	Fall General Meeting	11:00 a.m. — 1:30 p.m.	HUB 302
December 13, 2019 (pending confirmation)	Staff Assembly Holiday Party	12:30 p.m. — 5:00 p.m.	HUB 302
February 13, 2020	Winter General Meeting	11:00 a.m. — 1:30 p.m.	HUB 302
April 14, 2020	Community Partner Fair (CPF)	8:00 a.m. — 5:00 p.m.	HUB 302 and 355
May 21, 2020	Spring General Meeting	11:00 a.m. — 1:30 p.m.	HUB 302

Next Meeting

Tuesday, January 21, 2020

11:00 a.m. - 12:45 p.m.

UC Mexus

Motion to adjourn was made by Crystal Petrini at 12:53 p.m. and was passed unanimously.

Respectfully submitted,

Chris Heun

Chris Heun

Secretary, UCR Staff Assembly Executive Board