



2019-2020 Staff Assembly Executive Board (SAEB)
Meeting Minutes
TUESDAY, APRIL 28, 2020

Via Zoom | 12:00a - 1:00p

Meeting was called to order by Crystal Petrini at 12:14 p.m.

In Attendance

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

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

04/14/2020 minutes reviewed and unanimously approved.

Announcements

None.

Board Member/Committee Reports

Board Member/Committee Reports:

- Secretary, Chris Heun
 - No updates

- Director of Events, Valerie Batlle
 - Here is a new video from me and the SRC, my recipe for "I'm Going Bananas Bread" <https://www.youtube.com/watch?v=9n13NgPTyr0>
- Director of Communications, Jeff Girod
- Director of Fundraising, MaryAnn Gochicoa
 - No updates
- Co-Directors of Involvement & Recognition, Johnathan Lozano & Kathy Van Horn
 - No updates
- Director of Outreach, Allura Davis
 - No updates
- Director of Professional Development, Charlie Rodnuson
 - No updates
- Treasurer, Penni Ebina
 - Leadership to challenge staff to participate in 5k
- Immediate Past President, Ross French
 - No Updates
- Vice President, Dennis McIver:
 - Elections (still a few open).
- President, Crystal Petrini
 - No Updates

Agenda Items

- Update on virtual 5k (MaryAnn);
 - 48 sign-ups so far; lots of questions
 - Added promo code yesterday
 - 1-page flyer for Social Media (from Jeff)? Jeff has other more time-sensitive projects right now. Would work w/ MaryAnn to push out all-campus email about it.
 - Share photos? Send medals out to those who've paid and signed up? We'll need to look into that as an option.
- Bylaw revision meeting set for May 26 (Ross)
 - Met w/ current past-presidents' meeting: Posted revisions to the SA site (under events), we'll set up a meeting (May 26 at 4pm) to vote and approve.
 - Approve revisions to be posted to site: Approved to move forward for a vote.
- Set dates (weeks) to the future events - Crystal
 - Happy hour w/ Trivia (week of 5/18/20)
 - Speaker to campus: (Crystal will send flyer on Shola Richards). Share cost w/ LEAD (seems feasible). Maybe share w/ DEI. "Workplace positivity" is his area of expertise. Will also need to confirm availability of Zoom Webinar accounts to make this feasible; campus has been loaning them out as needed, but they will no longer do that after end of April or May (can't do month-to-month pro-rated). 500 seat webinar is \$500 annually.
- Spring General Meeting discussion - All
 - Virtual General Meeting - send email 2 weeks out

Decisions/Votes

1. Meeting Minutes 04/14/20
 - a. Discussion/Debate: None

- b. Questions: None
- c. Motion to approve by DM, 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 |

New Action Items

None.

Past Action Items

None.

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 (postponed; Date TBD) | Community Partner Fair (CPF) | 8:00 a.m. – 5:00 p.m. | TBD |
| May 21, 2020 | Spring General Meeting | 11:00 a.m. – 1:30 p.m. | HUB 302 |

Next Meeting

Tuesday, May 12, 2020

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

To be conducted via Zoom until further notice

Motion to adjourn was made by Crystal Petrini at 12:55 p.m. and was passed unanimously.

Respectfully submitted,

Chris Heun

Chris Heun

Secretary, UCR Staff Assembly Executive Board