



OTTER STUDENT UNION AT CSU MONTEREY BAY
BOARD OF DIRECTORS
ORGANIZATIONAL AND BUSINESS MEETING MINUTES

Friday, Sept. 8, 2023

8:00 AM - 9:15 AM

OSU Room 310 & via Zoom

<https://csumb.zoom.us/j/85070318720>

I. CALL TO ORDER

Dylan Woodbridge asks for approval to start the meeting

Ana Ruiz motions to start the meeting.

Meeting started at **8:06AM**.

II. ROLL CALL

Board Directors

- a. Dylan Woodbridge, Chair - Present
- b. Jianshan Chen Khalsa, Vice Chair - Present
- c. Berenice Lemus, Treasurer - Present
- d. Lesley Solano, Secretary - Present
- e. Citlaly Jauregui, Student - Present
- f. Thomas Nigro, Student - Present
- g. Kassandra Fimbres, Student - Present
- h. Caleb Hernandez, Student - Present
- i. Ana Ruiz, Student - Present
- j. Megan Redican, Student - Present
- k. Muhammed Ali Ghazali, Student - Present
- l. Patterson Emesibe, Alumni Representative - Present
- m. Babita Gupta, PhD, Faculty - Present
- n. Jenny McAdams, Community - Present
- k. Jeff Rensel, OSU Director - Present
- l. Ben Corpus, VP for EMSA - Present

III. APPROVAL OF AGENDA 09.8.23

Dylan Woodbridge asks for approval for agenda items.

Everyone motions to approve.

All approved the motion.

The motion passes 16-0-0 at **8:08AM**.

IV. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

(<https://csumb.edu/osu/board-directors/agendas-minutes/>)

Dylan Woodbridge asks for approval for agenda items.

Jeff Rensel reviewed previous minutes and items discussed at the June 1st, 2023 meeting.

Dr. Babita Gupta seconds the motion.

The motion passes 16-0-0 **8:09AM**

V. BUSINESS ITEMS

A. OSU Board Retreat Recap

Dylan Woodbridge Presents

- a. General recap of Annual Board Retreat meeting which took place August 26th, 2023.
- b. Introductions from the board.
- c. For the members who missed the retreat, they will be contacted separately to get caught up.
- d. Dylan lets everyone know how excited we all are to get this school year started!

B. Monthly Meeting/Agenda

Lesley Solano Presents

- a. Overview of today's meeting and what we will be discussing.

C. Art Committee

Jeff Rensel Presents

- a. Jeff discusses the Art Committee charges:
 - i. Work to support, develop, and promote art in alignment with the university's vision and core values.
 - ii. To help identify opportunities for art displays and projects within the OSU.
 - iii. Make recommendations to the OSU Board for the location, installation, and duration of public art.
 - iv. Present OSU Board recommendations or projects to the CSUMB Student Art Committee.
 - v. To adhere to all OSU policies and procedures.
- b. Jeff asks for participation from the board to join the committee.
 - i. Dylan Woodbridge and Citlaly Jauregui volunteer to join the Art Committee.
- c. General board discussion of what the committee will do and how the art will be displayed in the OSU. Additional discussion around budget considerations, and student participation.
- d. Comments: Patterson addresses how the art will be displayed, the importance of having murals we can move around and not permanent art on the walls of the OSU.
- e. Committee will find a meeting time: Jianshen Chen Khalsa or Lesley Solano will schedule a meeting soon, as well as find more participants through the Art and VPA departments.

D. OSU Policy and Procedure Committee

Jeff Rensel Presents

- a. Jeff discusses the OSU Policy and Procedure Committee's charges:
 - i. Conduct a review and evaluation of the OSU Board of Directors Policy Manual
 - ii. Identify and recommend updates, changes, and new additions to the Policy Manual to the OSU Board.
 - iii. Ensure all recommendations of the committee are consistent with and adhere to the CSU Auxiliary Organizations Compliance Guide and CSU Auxiliary Organizations Sound Business Practices Guidelines.
- b. How is the OSU meeting the standards of the policies set out for us: Compliance is important and ensuring we are acting within the lines of the guidelines established.
 - i. Jeff asks for participation from the board.
 - ii. Berenice Lemus volunteers to join the Policy and Procedure Committee.
 - iii. Committee will utilize Google Docs to record changes to bring to the board.
 - iv. Committee will find a meeting time within the next few weeks to make updates and changes to the manual.

E. Budget & Audit Committee

Jeff Rensel and Berenice Lemus Present

- a. The committee is already established with Jeff and Berenice serving on both committees..
- b. First meeting of the Audit Committee will be October 13th - 1PM.

F. Additional Roles

Jeff Rensel Presents

A. Associated Students Liaison

- a. Jeff asks the board for volunteers to attend Associated Students meetings as OSU board liaisons. Time commitment of once-a-week meeting, and any participants may take turns going. We ask that our members attend those meetings to be able to report back to the board what AS is planning and going over.
- b. Kassandra Fimbres and Dylan Woodbridge are open to being liaisons, as well as the executive board being able to step in when necessary.

B. Monte's 5k Committee

- a. Jeff discusses 5K. OSU is going to be the host for the start/finish line.
 - i. This is the first official in-person 5K hosted by CSUMB, and we are hoping to establish the event as an annual tradition.
- b. Event will take place Saturday, October 14th at 9AM as part of Raft Weekend.
- c. We ask the board for volunteers to work the event; bag checks, water stations, bib distribution, start/finish line, etc. Also any volunteers for the planning committee.
- d. Interest from Citlaly Jauregui, Jianshan Chen Khalsa, Ana Ruiz, and Kassandra Fimbres as volunteers.
- e. Committee interest from Dylan Woodbridge, Berenice Lemus, and Lesley Solano.

- f. Citlaly Jauregui will contact the Kinesiology department to spread awareness about the event as well.
- C. Voter Registration
 - a. Topic is tabled for the next meeting.
- D. Otterlands (planning committee)
 - a. Participation in spring will be required from the board.
 - b. Topic is tabled for later meeting.
- E. Guest Speakers

Dylan Woodbridge Presents

- a. Board Discussion over guest speakers and departments on campus that we would like to invite to our future board meetings:
 - i. Dining
 - 1. The board would like to hear about the things they are planning for this year as well as how we can support them.
 - ii. Art Departments: VPA
 - 1. The board would like to have the Art departments here on campus take part in the Art Committee and encourage their students to become involved as well.
 - iii. Dr. Babita Gupta suggests bringing in Musical/Artistic events
 - 1. Dr.Gupta mentions that other schools have music festivals, live performances, and plays, so the board can work to bring more of those artistic events here onto campus.
 - iv. El Centro
 - 1. El Centro is a new space on campus. The board would like to learn about the things they are planning for this year and upcoming events, as well as how we can support them.
 - v. Sustainability
 - 1. The board would like to invite the sustainability group on campus to discuss what we are doing right and wrong in the OSU's efforts to be sustainable.
 - vi. International Programs
 - 1. The board would like to re-engage with International Programs to discuss International Student Welcome.
 - vii. President Vanya
 - 1. The board would like to invite the President to a meeting so she can see the things we are working on and gain her support.
 - viii. Leadership training or Motivational Speaker
 - 1. Dr. Babita Gupta suggests that the OSU board could benefit from having a leadership training program take place or having a guest speaker in another meeting so that we can become better student leaders.

F. Promotion of the OSU Board

Dylan Woodbridge and Lesley Solano Present

- a. General discussion on whether we should begin an Instagram or Social Media for the board, run by our board members?
 - i. The purpose of promotion would be to further encourage student participation in the board and let more people know of the platform they have as part of the OSU board meetings so that things they want addressed can be better brought up to our attention.
 - ii. The suggestion box is a good forum, but not everyone is aware of its purpose so we want to better promote that as well.
- b. Karina Alvarez suggests an Instagram takeover of OSU account.
 - i. It is already an established platform on our campus and may better serve our needs.
 - ii. The board can do a “day in the life”, promote our meetings, and also do an introductory post of the members of the board.
- c. The board will submit a digital-display request for OSU to promote the board/board meetings as well.
- d. Jeff Rensel suggests that the OSU Board table in front of the OSU when available to do so.

G. OSU Suggestion Box

Kassandra Fimbres Presents

The suggestion box is a small box at the front desk of the OSU where students can submit suggestions to be taken into consideration by our board.

- a. Items submitted for board discussion:
 - i. Keep more rooms in the OSU open as study rooms.
 - 1. Perhaps leave rooms 310 and 311 open as study rooms, although these rooms are often reserved for meetings or other events/clubs. Depending on students' needs we will discuss this topic further another time.
 - 2. Item to be discussed with OSU Operations
 - ii. More consoles and games for The Rookery; either through donations or purchased by the OSU.
 - 1. Students have offered to donate their own consoles to the Rookery so that more people can play.
 - 2. The OSU, in collaboration with SELD and IT, is working on opening the E-Sports lounge and that will be available to students sometimes in the spring.
 - iii. Soda fountain limit complaints
 - 1. Otter Kitchens is in charge of the soda fountains so the OSU board is not able to make an impact on this issue but will relay the message to Campus Dining.
- b. Patterson Emesibe Suggests promoting the suggestion box through the TV displays in OSU to get more submissions.
 - i. The OSU board will work on these displays and get them submitted for marketing as well.

VI. OSU UPDATES

Jeff Rensel, Otter Student Union Director Presents

- A. Introduction of OSU/OC3 staff
 - a. Reno Bianchi - *A/V Technical Services Coordinator*
 - b. Karina Alvarez - *Marketing & Design Specialist*
 - c. Peter Xiong - *OC3 Pro-Staff*
 - d. Vânia Silveira - *Office Coordinator*
 - e. Diana Ballesteros - *Associate Director of Operations*
 - f. Victoria Gomez - *OC3 Pro-Staff*
 - g. Marlena Truong - *Operations Specialist*
- B. Equipment Purchase overview
 - a. Jeff asks for Board approval to purchase these items to help more efficiently run events in the OSU.
 - b. Stage Units
 - i. The cost would be around \$11k to purchase the stage units.
 - ii. Ana Ruiz motions to vote.
 - iii. Kassandra Fimbres seconds the motion.
 - iv. Motion passes 15 - 0 - 1 (Jeff abstains).
- 9:11AM**
- c. Wireless Microphone Systems
 - i. Many upgrades from analog to digital systems. Cost of around \$21k-\$24k.
 - ii. Dr.Gupta starts the motion to vote.
 - iii. Citlaly Jauregui and Ana Ruiz second the motion
 - iv. The motion passes 15 - 0 - 1 (Jeff abstains).
- 9:09AM**
- C. Wellness Initiative
 - a. Tabled for next meeting.
- D. Esports/Amazon Hub Locker updates
 - a. Tabled for next meeting.

VII. OC3 UPDATES

Rudy Medina, PhD, Otter Cross Cultural Center Director Presents

- A. OC3 Block Party Wrap Up
- B. OC3 Otter Thursday Wrap Up
- C. [HSI](#) announcements
 - a. Events start next week September 11th 2023.
 - b. OC3 will be hosting 3 events as part of HSI Week:
 - i. Cultivando Para Transformar el Futuro: 1990s Student Activism & Hispanic Serving Institutions - Thursday, Sept. 14th
 - ii. Cultivating Sacred Spaces: Healing Centered Engagement - Thursday, Sept. 21st
 - iii. Beyond the Identity: "Mira" Film Screening and Discussion on Central American Representation in Media - Thursday, Sept. 21st

- D. Social Justice Scholars
 - a. Maui Fires dialogue coming up.
 - b. Safe Zone trainings are being planned as well.
- E. Deadlines coming up: Social Justice Scholars and Werk Witch auditions.

VIII. ANNOUNCEMENTS

- A. Upcoming Events
 - a. HSI Week
 - b. RAFT Weekend
 - c. Werk Witch (OC3)
 - d. Otter Thursdays
 - i. Perhaps the OSU board can table at an upcoming Otter Thursday and use that as an opportunity to promote as well.

IX. ADJOURN

Dylan Woodbridge motions to adjourn the meeting.
Berenice Lemus and Patterson Emesibe second the motion.
All members approved the motion.
Meeting adjourned at **9:15AM.**

*Electronic submissions of agenda items:

- Email Secretary at secretary@otterstudentunion.org
- Include in the subject line “OSU Agenda Item”
- Provide title for the agenda item
- Provide a brief description of the agenda item
- Provide the name of the individual who will present the agenda item or a designated appointee
- If applicable, provide an attached written proposal for the item

Legal Compliances Notices:

In compliance with the *Gloria Romero Open Meetings Act of 2000, California Education Code 89306.(a)* (1), any member of the campus community or public shall have the ability to directly address the OSU Board on any item on the agenda. Participation beyond addressing the committee more than once may be regulated if necessary in the interest of time.

In compliance with the American with Disabilities Act (ADA) of 1990 (42 U.S.C. Sec. 12132), if individuals need special assistance to access the OSU Board of Directors Meeting location or otherwise participate in the meeting, including auxiliary aids or services, please contact the Secretary at secretary@otterstudentunion.org. Notification at least forty-eight (48) hours prior to the meeting will enable the OSU Board of Directors to make reasonable arrangements to ensure accessibility to the meeting.

In compliance with the California Public Records Act aka CPRA (California Government Code 6250-6270), this agenda packet and all meeting materials distributed during this public meeting shall be made available upon request and if requested, in an appropriate alternate format to accommodate a person with a disability.