

UCLA Staff Assembly Executive Board Meeting
Wednesday, August 12, 2013 12:00 - 1:30pm
MRL Conference Room

Board Members:

Cindy Cordova, President

Rejeana Mathis, President-Elect

Tanya Williams, Immediate Past President (absent)

Shirelle Alexander, Vice President, Events (absent)

Kai Chan, Vice President, Information Systems

Ashley Morris, Vice President, Outreach (absent)

Ana Aquino, Vice President, Programs

Raffi Simonian, Vice President, Special Projects

Eric Wells, Vice President, Strategic Communications (absent)

Natasha Levy, Secretary/Historian

Ivonne Bates, Treasurer (absent)

Laura Stephey, Member-At-Large (absent)

Agenda

1. **Review and approve July 2013 meeting minutes:** Minutes were approved.
2. **President's Updates**
 - a. **Staff Assembly Kick Off Reception** – The event held in Royce Hall was a big success. Previous board members met with new board members. Photos of new board members were taken. Lubbe Levin attended the event as well.
 - b. **Lunch with Dean Washington** – Scheduled for August 13.
 - c. **CUCSA Meeting** – September 11-13, 2013. Council of UC Staff Assemblies.
 - d. **Mrs. Block Downtown LA Walking Tour** – Scheduled for November 16. Planning will be spearheaded by Cindy. Fifty UCLA staff members are invited. All board members are welcome to attend.
 - e. **Staff Assembly 5K Run/Walk** – Event will take place in Feb. or March, 2014. Committee for the event is current and previous Staff Assembly Presidents and other Staff Assembly supporters.
3. **All-Staff Picnic/Staff Appreciation Week:** Picnic on Aug. 29; the Week is August 26 to August 30.
 - a. **UCLA Has Talent Winner:** Shalonda Martin will sing at the picnic.
 - b. **Staff Discounts – Appreciation Week.** Staff will receive the same discounts as last year. A two week membership to UCLA Recreation, discounted lunch in the residence halls, a free soda with lunch purchase at Ackerman, 20% off at the bookstore. All-Staff Picnic is August 29.
4. **President-Elect/Immediate Past President Updates:** Rejeana discussed the All-Staff Picnic. The Board will assist with the event from 10:30-2:00. We've been asked to wear our Staff Assembly t-shirts at the event. Rejeana coordinated other volunteers for ½ hour timeslots. We are giving away UCLA visors for every \$10 donation to Staff Assembly. Staff members will pick up the visors at the picnic.
5. **VP Updates**
 - a. **Events** - We received an emailed update from Shirelle. She booked Ackerman Grand Ballroom for the Small Business Resource Fair. She reviewed the vendor surveys from last year. The vendors would like directional signs and a pulley cart.
 - b. **Information Systems** - Kai has posted our photos and profiles on the Staff Assembly website.
 - c. **Outreach** - no update
 - d. **Programs** - Ana has the first Learn-at-Lunch scheduled for August 20 ("Getting Your Move On: How Smart Couples Team up for Better Health"). The next event is on September 18 ("Getting on the Right Path with your UC Savings Plan"). She has an event planned for October and November as well (Dates: TBD).
 - e. **Special Projects** - First event is on October 2 - Mrs. Block's VIP Women's Volleyball with Reception. Raffi will order catering once the venue has been set. Mrs. Block would like to review the menu and the invitation.
 - f. **Strategic Communications** - no update
 - g. **Secretary/Historian** - no update

- h. Treasurer** - no update
- i. Member-At-Large** - no update

6. Upcoming Events

- a. Lunch with Dean Washington – August 13**
- b. Learn-at-Lunch – August 20**
- c. All-Staff Picnic – August 29**
- d. Small Business Resource Fair – January 28, 2014**

7. Next meeting is Tuesday, September 10 in DeNeve Dining Hall