

UCLA Staff Assembly Executive Board Meeting

Tuesday, September 10, 2013, 12:00 - 1:30pm

DeNeve Dining Hall

Board Members:

Cindy Cordova, President

Rejeana Mathis, President-Elect

Tanya Williams, Immediate Past President

Shirelle Alexander, Vice President, Events

Kai Chan, Vice President, Information Systems (absent)

Ashley Morris, Vice President, Outreach

Ana Aquino, Vice President, Programs

Raffi Simonian, Vice President, Special Projects

Eric Wells, Vice President, Strategic Communications

Natasha Levy, Secretary/Historian

Ivonne Bates, Treasurer

Laura Stephey, Member-At-Large

Agenda

1. **Review and approve July 2013 meeting minutes:** Minutes were approved.
2. **President's Updates**
 - a. **Lunch with Dean Washington:** took place on August 13 and was very successful. Rejeana attended.
 - b. **Staff Assembly Instagram:** #UCLASA – Ashley will work with Gerard Au on creating this for us.
 - c. **Staff Assembly 5K Run/Walk Committee Meeting:** The event will take place on April 13, 2014 (Easter Sunday). The committee for the event consists of current and previous Staff Assembly Presidents, and other campus representatives.
 - d. **True Bruins Wear Blue:** UCLA employees are asked to show their UCLA True Bruin spirit by uploading a group photo to the Staff Assembly Facebook page. The most spirited department or group then receives 12 tickets to the upcoming UCLA home game, courtesy of UCLA Athletics.
 - e. **All-Staff Picnic Debrief:** The picnic was a success! The attendees were especially happy with the return of the potato chips. The major complaint was the heat. Rejeana took extensive notes from volunteers and the board members - about what did and did not work. Please consult Rejeana for a full report.
3. **President-Elect/Immediate Past President Updates:** This conversation mainly centered around the All-Staff Picnic and how to plan ahead for next year's picnic.
4. **VP Updates**
 - a. **Events:** Shirelle booked Ackerman Grand Ballroom for the Small Business Resource Fair. The event will take place on January 28, 2014, and we anticipate 40-50 vendors. She gave us a summary of the survey results from last year's event. The vendors would like directional signs and a pulley cart. Lauren will not be at the event as a liaison for the vendors.
 - b. **Information Systems:** No update.
 - c. **Outreach:** Ashley is working on instagram.
 - d. **Programs:** Ana spoke about the event on September 18 – "Getting On the Right Path with your UC Savings Plan." Due to the overwhelming demand for this Learn-at -Lunch event, the venue has changes to Young Hall (CS 24 - Court of Sciences). Ana is also working on the October 3rd event – "Smarter Ways to Commute to UCLA." The event will be held in the Transportation Services building and light refreshments will be served.
 - e. **Special Projects:** Raffi gave an update on the event on October 2 - Mrs. Block's VIP Reception/Women's Volleyball Game. The reception is at 6:00 pm in the UCLA Pauley Pavilion Club, with the game starting at 7:30 pm. UCLA will be playing Stanford.
 - f. **Strategic Communications:** Eric presented some ideas on how to increase our membership on Facebook. We are 11 away from 1,000 likes.
 - g. **Secretary/Historian:** No update.
 - h. **Treasurer:** Ivonne is working on getting the scholarship recipients from Spring, 2013 reimbursed.
 - i. **Member-At-Large:** No update.

5. Upcoming Events

- a. Learn-at-Lunch – September 18
- b. Mrs. Block VIP Reception – October 2
- c. Learn-at-Lunch – October 3
- d. Breakfast with the Chancellor – November 5
- e. Mrs. Block LA Walking Tour – November 16
- f. Small Business Resource Fair – January 28, 2014
- g. Lunch with Dean Washington – February 18, 2014
- h. True Bruin Move and Groove 5K Run/Walk – April 13, 2014
- i. Lunch with Dean Washington – May 13, 2014

6. Next meeting is Tuesday, October 8 in 1-441 MRL