

Highlander Union Governing Board Meeting

Friday, February 10, 2017

3:00pm – 4:00pm

HUB 367

Minutes composed by Kathryn Yip

1. Call to Order

2. Roll Call

a. Member Present:

- i. Kristina David, Chair
- ii. Nichole Ginnan, Vice Chair
- iii. Kathryn Yip, Secretary
- iv. Mark Brown
- v. Lewis Luartz
- vi. Esmeralda Mancía
- vii. Dalshawn Boson II
- viii. Kevin Tseng

b. Absent:

- i. Shafi Karim
- ii. Alex Ruiz

c. **Guests:**

- i.

3. Approval of Minutes

a. Motion to approve the January 27, 2017 meeting minutes by Lewis Luartz, second by Mark Brown

i. Vote: 7 In Favor 0 Opposed 0 Abstain

4. Approval of Agenda

a. Motion to approve February 10, 2017 agenda by Nichole Ginnan, second by Esmeralda Mancía

i. Vote: 7 In Favor 0 Opposed 0 Abstain

5. Public Forum

a. N/a

6. Chair's Report: Kristina David

a. Requested all members of the board to participate in the Doodle Poll to find a date and time for the upcoming March meeting.

b. Encouraged members of the board to consider volunteering before, during, or after the HEAT event if possible. It would be greatly appreciated.

7. HUB Report – Brendan O'Brien

a. The launching event for the release of the Artists' for HEAT Festival is on February 10, 2017 at 5pm. It will take place at Latitude 55. The Lineup will be posted online at heat.ucr.edu after 7pm.

b. Proposed having digital signage around the HUB 3rd floor and other areas where is best for the signage to be placed such as commuter lounge and Highlander Information Counter. The objective of the digital signage is to promote student's organizations, to present HUB Conferences' schedules for easy guidance for guests, etc. Brendan will be finding a second quote to have a better idea which company is best to use if board decides to pursue this project.

i. Mark Brown asked about the estimate of the having everything done. Mr. O'Brien mentioned one company quoted it having a glass screen digital signage will be \$7500 for one signage. This includes the step up and the technical support of future needs.

ii. Lewis Luartz asked if advertisement is one of the purpose to have a digital signage would we ask for a fee for posting advertisements. Mr. O'Brien's response is that it will be free for everyone who would like to promote their organizations, etc.

iii. Dalshawn Boson II added that having the digital signage will create a campus esthetic that will be unique for our students.

c. Feed Your Brain will be taking place at the HUB. We will be hiring dinning services to cater the event by providing coffee, teas, and cookies. We will be offering these services from 1pm-4pm everyday of finals. The cost of hiring dinning catering will be around \$1700.

i. Dalshawn Boson II and Mark Brown support the Feed Your Brain

ii. Lewis and Kevin suggests to start advertisements early to allow students to be aware of the services.

iii. Lewis Luartz motion to approve the allocation the maximum of \$2500 for dining services.

iv. Vote: 7 In Favor 0 Opposed 0 Abstain

d. The peaks of when students are using HUB is from 11:30am-2pm. The HUB Conference rooms' peak at the time of 10am-9:30pm.

e. Food Service Report

8. Subcommittee Reports

a. Finance Committee: February Meeting in Week 7; (Tentative: Thursday 2/23 ~ 9am-12pm)

a. Waiting for the response from Shafi Karim

b. By-law Committee: February Meeting on Monday, 2/13 @ 1 or 2pm

a. Members of this Subcommittee agreed to meet on Monday 2/13 at 1pm

9. New Business

a. Motion to approve line items A-E by Mark Brown, second by Lewis Luartz.

i. Vote : 7 In Favor 0 Opposed 0 Abstain

10. Old Business

a. N/A

11. Announcements

a. Kristina David would like to wish everyone Good Luck on Finals

12. Adjourn

a. Motion to adjourn the meeting by Nichole Ginnan, second by Esmeralda Mancia.

i. Vote: 7 In Favor 0 Opposed 0 Abstain

b. Meeting adjourned at 3:49pm