

Highlander Union Governing Board
Meeting Minutes
January 27, 2017
HUB 269, 3:00pm – 4:00pm
Minutes composed by Nichole Ginnan

1. Call to Order
 - a. Meeting called to order at 3:04pm by Kristina David, Chair.

2. Roll Call
 - a. Members Present:
 - i. Kristina David, Chair
 - ii. Nichole Ginnan, Vice Chair
 - iii. Esmeralda Mancia
 - iv. Kevin Tseng
 - v. Kathryn Yip
 - vi. Lewis Luartz
 - vii. Mark Brown
 - viii. Brendan O'Brian
 - b. Absent:
 - i. Shafi Karim
 - ii. Dalshawn Boson
 - iii. Alex Ruiz
 - c. Guests:
 - i. Lena Oyler
 - ii. Ken Simons, Director of African Student's Program

3. Approval of Minutes
 - a. Motion to approve the November 30, 2016 meeting minutes by Mark Brown, second by Lewis Luartz.
 - b. Vote: 7 In Favor 0 Opposed 0 Abstain

4. Approval of Agenda
 - a. Motion to approve January 27, 2017 Agenda by Mark Brown, second by Lewis Luartz.
 - b. Vote: 7 In Favor 0 Opposed 0 Abstain

5. Public Forum
 - a. Ken Simons, Director of African Student's Program
 - i. Requesting a fee waiver for all the HUB rooms on February 18, 2017 for the Inland Empire Black Health Expo.
 - ii. Program in open and free for the community.

6. Chair's Report: Kristina David

- a. Brought up discussion on having the board volunteer at HEAT, which will be held March 4th, 2017. The board had a positive response, and many members are interested. Kristina will send more information.
- b. Discussed February meeting dates: Friday, February 10th, 2017 is the pending date of the next meeting, exact time is still pending.
- c. Discussed March meeting dates: March 2nd or 3rd are possible dates that work for many board members.

7. HUB Report: Brendan O'Brien

- a. Two administrators, including Evelyn, have retired, and the positions are currently empty.
- b. Would like to see the board appoint a secretary
- c. Will give a HUB budget report/presentation in March to the finance subcommittee, and the committee will vote before finals week on the budget.
- d. HEAT tickets will go on sale on February 13th. Artists' names have not been released and we are still waiting for contracts to be signed, but offers have been made.
- e. Have data on student usage of finals week expanded study space in the HUB from last year. Will provide this space again this quarter starting from the weekend before finals week through finals week. Looking to provide other services during this time in the HUB, such as, coffee cart and/or snacks.
 - i. Mark Brown requested the data collected on usage of the space.
- f. Lewis Luartz asked about enforcement of graduate student only space. Mr. O'Brien stated that no actions have been taken at this time.

8. Food Service Report

- a. N/A

9. Subcommittee Reports

- a. Finance Committee
 - i. Has not met yet this year.

10. New Business

- a. Secretary appointment
 - i. Motion to appoint Kathryn Yip as secretary by Kevin Tseng, second by Mark Brown.
 - ii. Vote: 7 In Favor 0 Opposed 0 Abstain
- b. Bylaw Committee
 - i. Discussion of creating a bylaw committee that would review and update our out of date bylaws.
 - ii. Motion to create a Bylaw committee by Mark Brown, second by Lewis Luartz.
 - iii. Vote: 7 In Favor 0 Opposed 0 Abstain

- iv. Motion to appoint Kathryn Yip, Mark Brown, and Lewis Luartz to the Bylaw committee by Kevin Tseng, second by Nichole Ginnan.
 - v. Vote: 7 In Favor 0 Opposed 0 Abstain
- c. Motion to approve line item C, a fee waiver, by Lewis Luartz, second by Mark Brown.
 - i. Vote: 7 In Favor 0 Opposed 0 Abstain
- d. Discussion started by Mark Brown on how far in advance we should allow for room scheduling. Mark Brown stated concerns about how this could block student organizations from booking rooms. The committee agreed that the Bylaw committee should look into this. Mark Brown also requested that at the next meeting we have a complete calendar of approved reservations to review.
- e. Motion to approve line items D – M by Kevin Tseng, second by Kathryn Yip.
 - i. Vote: 5 In Favor 0 Opposed 2 Abstain

11. Old Business

- a. N/A

12. Announcements

- a. Kristina David reminded the board that they can email her in advance to add items to the meeting agendas.
- b. Kevin Tseng talked about how undergraduates are planning on buying solar tables. Mr. O'Brien stated that the HUB has ordered five.
- c. Brendon O'Brien stated that an undergraduate senator has contacted him about trying to get more bike racks on campus.

13. Adjourn

- a. Motion to adjourn meeting by Kathryn Yip, second by Esmeralda Mancia
 - i. Vote: 7 In Favor 0 Opposed 0 Abstain
- b. Meeting adjourned at 3:50pm.