

Student Senate Executive Board Meeting

Minutes

10/23/19

Call to Order: **11:15Am**

Attendance:

President-Val

Vice President- Linda

Treasurer- Kale

Secretary- Lupe

Public Relations Coordinator-Mat

Advisor-Laura

Ice breaker: Team Building Activity

Ice breaker was moved to an online activity (survey)

Old Business:

- LeadMn October GA
 - **Fill in Laura on what was going on at the GA**
 - **If anyone has questions on what was going on that the Fall GA, please bring it up to the next Executive Board Meeting on November 6, 2019**
- Calculators
 - **Calculators will be purchased and, on their way**
- Review roles and bylaws for duties
 - **To go over the roles and responsibilities of our duties and what are our duties outline in the bylaws as well**
 - **NOTE: This item was Moved to the next Executive Board Meeting on November 6, 2019**
 - **Kale motions to move to the next Executive Board Meeting on November 6, 2019**
 - **Linda Seconds that motion**
 - **Passed by general consent**
- Example minutes for Mat
 - **Give Minute example for Mat when Lupe is not able to take minutes at the meetings**
- Update Availability to Lupe
 - **Needs an update on every executive board member availability**

New Business:

- Stipend Procedure (Starting in November)
 - Starting in November the executive board will first agreed on if each executive member did their duties assigned by their role and bylaws to be able to sign their stipend for the month. If they did not do their responsibility as assigned, they won't get a stipend for the month. This will hold everyone accountable.
- Placement of signs before senate meetings
 - Know where to put signs around campus before the meeting (For Mat as PRC)
- Laptops and attendance
 - Show where the laptops are located if Lupe is not there to take minutes and attendance
- Inform Laura of decisions
 - Inform Laura on group decisions
- Build a 5-10-year plan
 - Build a plan for next year's executive board if we as currently in the position can't complete the task/plan. It will go to next year's team to complete and so on.
 - NOTE: This item was moved to next Executive Board Meeting on November 6, 2019
 - Mat motions to move this item to next meeting
 - Kale seconds that motion
 - Passed by general consent
- Food pantry Ideas
 - Email Oballa Oballa (President of LeadMN) for ideas(Val as President)
- November 20th , Mapping activity with Hennepin County
 - Hennepin County will give \$25 dollar gift card to all that participate in the activity for an hour
- Meeting with Leadership
 - Next week on October 30, 11-12pm in room F107
 - Items to bring to Jess at the meeting:
 - Purchased calculators
 - Printing funds
 - Census plan from LeadMN Fall GA
 - Kale and Lupe will be sharing the plan

- Culinary event in December (National Handwashing Week) and cookie decorating
 - **Plan on calibrating with Culinary club to do an activity of decorating cookies and know how to wash your hand properly if you will be cooking food. Will be doing this on National Hand Washing Week.**
 - **NOTE: This item was moved to next Executive Board Meeting on November 6, 2019**
 - **Mat motions to move this item to next meeting**
 - **Kale seconds that motions**
 - **Passed by general consent**
- Reminder: Do not eat in the senate office and pick up after yourself & keeping the student senate office organized
 - **This is to keep ants from coming into the office. Keeping the senate office clean and organized if student come in the office, and that it doesn't look messy. As face of the student body we need to keep the office clean and organized.**

Adjournment: **12:20pm**

- **Mat motion to adjourn the meeting at 12:20 pm**
- **Kale seconds that Motion**
 - **Pass by general consent**