

**OTTER STUDENT UNION AT CSU MONTEREY BAY**  
**BOARD OF DIRECTORS**  
**ORGANIZATIONAL AND BUSINESS MEETING MINUTES**  
**Thursday, November 3, 2022**  
**6:15 PM - 7:30 PM**  
**OSU Room 310 & via Zoom**  
<https://csumb.zoom.us/j/88626463278>

**I. CALL TO ORDER**

Time: 6:16 p.m.

**II. ROLL CALL**

Board Directors

- a. Andres Mena, Chair, Present
- b. Sean Meeks, Vice Chair, Present
- c. Dylan Master, Treasurer, Present
- d. Anisha Jadhav, Secretary, Present
- e. David Ledesma, Student, Present
- f. Kassandra Fimbres, Student, Present
- g. Nawied Amin, Student, Present
- h. Patterson Emesibe, Alumni, Present
- i. Babita Gupta, PhD, Faculty, Present
- j. Chris Illig, Community, Present
- k. Jeff Rensel, OSU Director, Present
- l. John Fraire, PhD, Interim VPSA, Present
- m. Rudy Medina, OC3 Director, Present
- n. Karina Rios Alvarez, Present

**III. APPROVAL OF AGENDA 11.03.22**

Sean Meeks asks for approval for an agenda.

Patterson Emesibe seconds.

David Ledesma and Patterson Emesibe approve.

The motion passes 14-0-0.

**IV. APPROVAL OF MINUTES FROM 10.06.22**

<https://csumb.edu/media/csumb/section-editors/otter-student-union/October-6,-2022.pdf>

Sean Meeks motions to approve the minutes.

Nawied Amin approves the motion.

Motion passes 14-0-0.

## **V. BUSINESS ITEMS**

### **i. Otter Kitchens Presentation**

Sean Meeks asked for the first business item.

Josh Martin, General Manager for Otter Kitchens presented about the Otter Kitchens members, their work and services. In it, he mentioned sustainability drives like using the green boxes, working with sustainability groups for the purpose of reusable or recyclable items like cups. He mentioned about the “Boost App” that is available for campus food ordering service.

Karina raised a small concern about the Boost App.

Dr. Fraire questioned some doubts about the App and those queries were addressed by Josh Martin.

Karina mentioned that her team was working on marketing of the app.

Josh Martin mentioned their different events conducted successfully at the Dining Commons on campus. He talked about the feedback channel used to ensure that their guests have an open line of communication with them. He also mentioned that there are different channels that they use to examine their feedback. He specified the “Voice to Vision Fall Survey” which is a survey that covers key areas such as consumer eating habits, brand preferences and satisfaction. But he expressed a concern that our CSUMB Dining Commons does not get enough survey forms filled up and it is only campus back behind as compared to other CSU campuses eateries. And so, he encouraged everyone to submit the survey forms and provide feedback.

Josh Martin discussed the schedule of the Dining Commons dining hours during the Fall Break.

Jeffrey Rensel specified about the openings of the OSU building with the perspective of providing dining services and he also appreciated the opening of the “Starbucks” as it can open early for providing dining services due to its separate entrance.

Andres Mena raised a query asking about what will be the dining services available on campus during the Thanksgiving break. To which, Mr. Josh Martin replied that during the Thanksgiving break, the dining services will be closed until Sunday and the Dining Commons will be reopening on Sunday dinner time.

Dr. Fraire appreciated the Boost App services and also about the working of OSU getting better under the direction of Mr. Jeffrey Rensel and Ms. Diana.

Dylan Masters expressed concern about the non-availability of dining services during the Thanksgiving break. Mr. Jeffrey Rensel mentioned about the 'Basic Needs' services that can help build the capacity for providing some food before the Thanksgiving break.

There was a last query about the menu raised by Nawied Amin. To which Jeffrey Rensel added that they have budget friendly menus or not. Josh Martin answered their queries that they have a bunch of menu options and also their menus are budget friendly.

## **ii. Board Priorities**

Jeff talked about the committee updates.

There were certain discussions about the promotion of work of OSU, its services, and promotion of events conducted by other departments present in the OSU.

Sean Meeks mentioned about a survey that can be used to possibly include all the ways that we offer support to everyone through OSU.

Andres Mena mentioned about the promotions that can be done on the screens displayed in the OSU and also at the retail stores or in the Rookery room (Game room). To which, Jeffrey Rensel replied that there needs to be certain actions taken on this suggestion.

Sean Meeks moved to the next business item.

## **iii. Policy and Procedure Committee**

Sean Meeks asked about the updates to this Committee. Jeffrey Rensel replied that there were a lot of updates to be discussed and that the committee is still reviewing and will report back at an upcoming meeting.

## **iv. Art Committee**

Sean Meeks asked about the updates to the Art Committee. Dylan Masters updated that the Committee was working on finalizing the professional email template that will be used to send out invitations to the artists on behalf of the OSU Board Members, for their art contributions to the OSU. He mentioned that there will be updates about the same in the next meeting.

#### **v. Audit Committee**

Sean Meeks asked about the updates of the Audit Committee. Jeffrey Rensel updated that the Committee was working on the completion of the tax preparation which had a deadline supposed to be next week. He also specified that he and Diana were working on tracking the off-campus groups that use the building, as it is an unrelated business income. Thus, more use of the building will be encouraged as a revenue generator for the building and other things were going well and they just needed to file the taxes.

#### **vi. Budget Committee**

Dylan Masters updated the Budget Committee that they had their meeting and they were hoping better results for this year's payroll as compared to the previous year which was during the Covid-19 pandemic period.

Jeffrey Rensel talked about their meeting updates with Stephen Mackey, Dylan Masters, and Glen Nelson. He said the budget is in good shape for Quarter 1. He mentioned that they had salary savings from the previous year but there is still no update about this year's payroll. Budget impacts were coming in from Facilities and utilities as well as programming. Next update will be for Quarter 2 in January.

#### **vii. New Business (Andres Mena) - A Student Guest, Dylan Woodbridge is interested in joining the Board as a Student representative. Taking a vote of everyone on this.**

Jeffrey Rensel first of all appreciated the student guest, Dylan Woodbridge's interest to join the Board as a Junior. He specified that the OSU Board's Bylaws have director positions for up to 11 student members, and there are only seven members appointed to date, so it would be a great opportunity for him to join the Board as a Student Representative.

Sean Meeks asks everyone for their vote to add Dylan Woodbridge as a new Student Representative/director on the OSU board.

Nawied Amin and Andres Mena pass the motion to add him on the Board.  
David Ledesma passes the seconds.

Nobody opposes the decision. Motion passes 14-0-0

**The motion passes to add Dylan Woodbridge on the board as a new Student Director.**

**viii. New Business - Suggestion of adding a ‘Student Input Box’ at the front desk of OSU for finding the ways to encourage student input through them.**

Andres Mena put this suggestion and discussed with everyone that having a ‘Student Input box’ at the front desk of the OSU building would be very beneficial and helpful to encourage student input through them. He specified that as we are representing on behalf of the students as a student's voice, it would be a really helpful way to get to know their feedback and views to see improvements in the OSU. He also mentioned that he agrees that it would be a slow process but overall it will be a good idea to collect those feedback and discuss those before the next meeting and discuss them in the next meeting.

Dylan Masters agreed to the suggestion of Andres Mena and added to it that he along with doing the annual survey would not suffice and there needs to be more encouraged ways to know more inputs from the students through their feedback. He also suggested that the feedback can be given an option of submitting either digitally or through checkbox survey form.

Sean Meeks raised concern that it would be slow functioning and thus he suggested that there can be a specific board member who can pick that box up on a regular basis until it has any new feedback forms submitted in it.

Karina mentioned that she can help set up the digital form monitoring.

David Ledesma raised a concern about how we can keep a track of the monitoring process.

Karina replied that we can make some particular symbols symbolizing the specific department or its services or something like that. She added that the form could also have a filter out options to navigate through the services offered in the OSU.

## **VI. OSU UPDATES**

### **i. Jeff Rensel - Otter Student Union (OSU) Director**

The updates provided by Jeffrey Rensel were as follows:

- Successful RAFT Weekend was hosted which included activities like MB Madness, The Plunge, Werk Witch, and Brunch with the President.
- He officially reached out to the President to attend the December OSU Board meeting.
- As a member of the President's Sustainability Committee, he would like to ask if PSC members could attend the next board meeting to provide an Inclusive Sustainability Plan Presentation.

- He was working on evaluating the possibility of bringing Esports to OSU, more to come.  
He mentioned that we will be representing CSUMB at the upcoming ACUI Region 1 Conference at Cal State - Dominguez Hills. Emily and 4 student assistants will be attending.
- He also mentioned that he will be attending the National Association of College Auxiliary Services conference starting on November 12th.
- He specifically mentioned remembering the Date of Friday, December 9, 2022 for the 'OSU Holiday Celebration'.
- He also added further that, we will be hosting the 'Transfer Orientation' in the OSU on December 10, 2022.

## VII. OC3 UPDATES

### i. Rudy Medina - Otter Cross Cultural Center (OC3) Director

Rudy Medina happily mentioned that OC3 successfully conducted many events in the past month and specifically addressed Sean Meeks as some of those events were led by him. He mentioned that they got a very huge unexpected response to their "Werk Witch" event. OC3 successfully conducted the "Diwali Celebration" and got a huge response of nearly hundred people enjoying it to the fullest. So, he felt that there was a need for more such engaging events in future.

He mentioned that there will be few events towards the November end and would expect more events in the next upcoming months.

On November 16, 2022, there will be a hosting of 'Indigenous people's day' in Room 310. It talks about the native fold and their history.

In early December, there will be conducting academic sessions in the World Theater with early student collaborations. He mentioned that he and Sean Meeks are working on the workshop arrangement and student activities that will be able to focus on supporting them.

## VIII. ANNOUNCEMENTS

### i. Upcoming Events: First Gen Celebration, Veterans Day Ceremony, Game Show

First Generation Celebration will be a cross department hosting a celebration on Tuesday with several services and resources in the OSU.

Veterans Day Ceremony will be hosted on Thursday.

The OSU was working with the 'Ottermedia' to host the game show.

ii. David Ledesma announced that there will be an “Education Outreach event” which will be a giveaway to students for \$100 as a giveaway prize.

iii. The members present in-person in the meeting signed the “OSU Board of Directors - Conflict of Interest Certification”. The other members attending the meeting online will be contacted later by Jeffrey Rensel for signing this document, as instructed by Jeffrey Rensel himself.

## **IX. ADJOURN**

Sean Meeks motions to adjourn the meeting

Meeting adjourned at 7:28 p.m.

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\*Electronic submissions of agenda items:

- Email Secretary at [secretary@otterstudentunion.org](mailto:secretary@otterstudentunion.org)
- Include in the subject line “OSU Agenda Item”
- Provide title for the agenda item
- Provide a brief description of the agenda item
- Provide the name of the individual who will present the agenda item or a designated appointee
- If applicable, provide an attached written proposal for the item

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