



Executive Board Meeting (April 7th 2019)

Members Present: Dina Rosin, Bryan Carlen, Chandler Koon, Cindy Lay, Samrath Manchra, Max Dawson, Lisa Hao, Laleh Ahmad, Amadeo Cantu-Trevino, Edgar Warnholtz, Andrea Amaya, Andrew Wissinger, Stiles Satterlee, Gino Townsend, Kamara Anyanwu, Sobe Uwajeh, Avi Gupta, Johnson Lin, Raina Kim

Members Absent: Ali Ahmed, Bettina Benitez, Cristi Kennedy

Guests: Patrick Elliott, Mohamad Moslimani, Janise Waites, Jensen Steady

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Agenda

1. Welcome
2. Approval of March 31 minutes (see attached document)
3. Officer updates
4. Retreat Debrief
5. Events Update
6. A presentation on ASCMC organization ideas presented by Laleh Ahmad (Class of 2020 President)
7. Open Forum

Called to order @7:05PM

Officer Updates

Member	Project/ Update
Bryan Carlen	<p><u>Executive Vice President</u> Senate is taking place tomorrow night</p> <ul style="list-style-type: none">- Mental health town hall will be presented by Dean Sharon Basso and DT- Will talk about current state of mental health resources at CMC, new initiatives and answer questions- Please tell friends - there will be Krispy Kreme <p>Week after from senate, hoping to discuss a resolution about pushing forward CMC's carbon neutrality date Appointed new senate chairs, working on transition for next semester</p>
Avi Gupta	<p><u>Campus Organizations Chair</u> In conversation with a lot of people</p> <ul style="list-style-type: none">- Will talk about budget hearings- Introducing guidelines for reimbursements : what we reimburse / do not reimburse <p>Club liaisons need to be set in place to have further discussion</p>
Lisa Hao	<p><u>Presidential Advisor for Mental Health</u> Edgar and Lisa met with Dean Jess Neilson about setting up a special committee for mental health Dean Sharon Basso, DT Graves, Jess Neilson and Sue Layden reached out to support committee to re-emphasize DOS is aware and fully supports the initiative Monday: Mental health town hall will take place, which is mandatory for people interested in joining the committee Tuesday: First meeting with everyone, Dean Sue Layden and Sharon Basso will come out and give more context about DOS standing Will meet with Dean Jess Neilson for advice for logistics of the first meeting</p>
Chandler Koon	<p><u>Vice President of Student Activities</u> MckennaPalooza happened on Saturday Hired new Event Commissioners Started planning calendar for the rest of the year</p> <ul style="list-style-type: none">- Will set the dates for the rest of 2019 including major 5C events

Stiles Satterlee	<u>Events Commissioner</u> - Mckennapalooza yesterday TNC will happen this week
Laleh Ahmad	<u>Class of 2020 President</u> Met with Devon, Dina and Raina - Largely about ASCMC organization: will present ideas later in the meeting Have been trying to find 3+2 party Working on organizing an apartment flea market
Edgar Warnholtz	<u>President for Life / Graduating Class</u> Have been working with Laleh and Lisa Met with Max to consolidate financial details of Vegas Attended CMC alumni association on-campus meeting - Alumni weekend is coming up - New initiative called Claremont in the wild - A few recent grads have put together a handbook on how to survive featuring a Claremont person in the real world Served on Exceptional Service Award committee - Form was sent to student body to nominate a staff member for exceptional service
Cindy Lay	<u>Class of 2022 President</u> Met with Amy Hendrickson at the Soll Center to organize the First Year Summer workshop that will take place on Tuesday Sent a message to all fygs - For first years on the board, please let all WOA groups know All cabinet applications just came in including late applications - Hope to have the first meeting by Wednesday
Max Dawson	<u>Chief Finance Officer</u> Have been working with Avi, Kamara and Bryan to coordinate club budgeting Talked to Kamara and Cristi about possibly instituting D&I stipends for D&I board Have been working on endowment - Will be going to the village with Devon and Connor to close the bank account Have been working on alcohol budget - Communicated with Laleh and Edgar Have been scheduling individual meetings with all officers Discussed Senior class finances with Edgar
Andrea Amaya	<u>Dormitory Affairs Chair</u> Apartment room draw went really well Met with Jenny and Cristi, last Campus Improvement chairs - Talked about what they would want to see on exit surveys for regular room draws
Andrew Wissinger	<u>Comptroller</u> No updates

Johnson Lin	<p><u>Class of 2021 President</u> Game of Thrones watch party will happen next week</p> <ul style="list-style-type: none"> - More information will be posted
Kamara Anyanwu	<p><u>Diversity and Inclusion Chair</u> Met with max to get an understanding of budgeting affinity groups Met with affinity groups leaders on Wednesday</p> <ul style="list-style-type: none"> - Got to know vision and feedback on ideas <p>Met with Patrick about this position Worked with affinity groups to help plan TNC thrown with Chandler Next week, will do more research on student publication /work with administration</p> <ul style="list-style-type: none"> - Will present initial ideas at exec board <p>Sent applications for D&I committee</p>
Sobe Uwajeh	<p><u>Presidential Advisor for Community Engagement</u> Went to retreat today</p>
Raina Kim	<p><u>Chief Operating Officer</u> Met with Caitlyn, previous COO</p> <ul style="list-style-type: none"> - Received website/ social media access <p>Met with Cristi</p> <ul style="list-style-type: none"> - Learned how to edit the website - Have been working on Senate/Exec board Biography page <p>Requested access for the locked office inside the Bubble Suggested updates for Clubs and Organizations page on the ASCMC website to Avi Designed flyers for the Inside CMC fair for ASCMC booth Granted permission to store speakers and lights to Luke Lenhart for Marks hall</p> <ul style="list-style-type: none"> - Will work on the overall spreadsheet of all equipment owned and stored by ASCMC <p>Met with Laleh to discuss ASCMC organization / transition Worked on first minutes for the Executive board and have been working on new versions of Skim, will be presented next week</p>
Dina Rosin	<p><u>President</u> A lot of time spent on planning the retreat Met with a lot officers about updates Started working on visibility with how we are portraying cmc to admitted students</p> <ul style="list-style-type: none"> - Reached out to the planner of Inside CMC day resource fair if affinity groups are going - Only affinity group invited was 1Gen, sounded like none of other affinity groups were invited - Asked if there are any resources for queer students advertised - They said no → ended up having a flag at ASCMC booth - Hopefully will lead to productive conversation about how CMC is portrayed to prospective / admitted students <p>Still working on NYT subscription</p> <ul style="list-style-type: none"> - Will meet with President Chodosh to work on it

	<p>Max: What did 1Gen do to be on that list?</p> <p>Dina: Response I got was that it was pretty arbitrary</p> <p>Patrick: For last year's Inside CMC day all affinity groups had a competition pitching their organizations, 1Gen won an opportunity to present along with stipends</p> <p>Samrath: What is the background to NYT subscription?</p> <p>Dina: Full school NYT subscription paid for every student ran out, a lot of students complained because took advantage of it</p> <ul style="list-style-type: none"> - Working to use President's fund to renew subscription
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Retreat Debrief

1. Dina: Any thoughts about retreat or things people want to contribute? Conversations to continue?

Cindy: Make sure to save values on the sheets we discussed during the retreat

Max: Consider having overnight retreat in the spring and mid-day one in the fall?

- A lot of overnight retreat time was spent for club budgeting, was helpful to have that time
- Dina: logistically with the dates, no overnight that would work with ASCMC and DOS, but wanted to do that way
- If there are conversations to continue, can create capacities to do so as a board

Edgar: Interesting conversations were put off, how would we continue those conversations?

Dina: We can bring up different topics at executive board or create other spaces to discuss such as groupchat

- For specialized conversations, can bring specific people around the table to see who is most interested in continuing

Edgar: Would we do that during executive board during open forum? Or bring back topics like Senate does? Or schedule times outside executive board?

Dina: Will put more thought into it

Edgar: Let's not drop conversations

Johnson: Since we did executive board stuff all day at the retreat, would have been better to not have a meeting right after

- Would have liked some time to reflect on what happened
- Whoever in charge of initiatives could have evaluated takeaways so they can put those in action the next meeting
- Feel like an afterthought as we discussed a lot of ideas during the retreat, hard to implement those ideas right now

Lisa: Liked personality tests but would've preferred to use that time for visioning and/ or talking to DOS

Cindy: Some people benefited from results, was not a waste of time

Max: Conversation with Dean DT was really helpful

2. Bryan: Are there things people would like to see next retreat?

Johnson: Would appreciate some earlier notice if we are getting a Dean or administration in the room to prepare for tougher questions

- Only found out the day before

Dina: We can invite them back

Chandler: Having additional time to work with subgroups would have been helpful

- Determine and set initiatives for this year
- Set everything up for next year

Laleh: Add one or two more icebreakers

- Only did introductions, would have wanted to get to know people on a deeper level

Samrath: Would like to see another retreat

Able to deeper into individual issues

Right now we have a lot of momentum - should sustain with concrete plans

Max: Idea from last spring retreat

- After goal setting, every officer went around and came up with a concrete project or initiative
- Put postits up on the wall, officers went around and wrote name under initiatives that made sense to help out

A lot of potential in this idea to see who is able to help

Event Debrief : AffiniTNC

Chandler: Co-hosted with mi gente, bsa, 1gen

- Put together last minute as did not plan to have a TNC specifically for a preview program
- Made sense to show more communities to prospective students
- Kamara helped connecting with affinity leads
- Deo helped set up speakers
- Shoutout to Sobe for pointing out this weekend was a preview weekend
- Will do another affinity group TNC (tentatively, have to confirm)
- Went well, but speakers did not get set up until later than initially intended

Deo: Going forward, should have a better signout policy to students/ clubs and orgs

- Two of our lights went missing last year, one of them is broken
- If it breaks under their watch, it is their responsibility to admit and own it

Dina: set up a meeting with Avi about clubs and orgs checkout? We have a conversation about checking out and setting up expensive equipment in general

Max: Walked in at 10:30 no one was there, pizza attracted around 30 people

- Timing of when we bring in pizza might be a good way to attract people at a certain time

Event Debrief : MckennaPalooza

Chandler: Empty for the first hour, pretty full by the end: overall went well

Cleanup took a while -- would have been helpful to have more people. Still done by 10:30-45

Happy with how the event went

Dina: Lined out uncertainties with expectations at the retreat, but to clarify, when we have school-wide events that are all hands on deck, that means every exec board member showing up and helping

Deo: Miscommunication with public safety staff with regards to crash barricades

- People starting pushing forwards to the barricades
- Eventually had security staff at the back side of barricades
- Should on the same side of the event entails with the staff

Timing was a big factor

- Event 4-8PM, barely anyone showed up in the beginning
- Factor in Collins, people don't show up until three hours late
- Events team should figure out ways to troubleshoot that in the future; learn how to time events better

A lot of 5C representation, great reviews from upperclassmen

Edgar: Maybe bring headliners forward instead of having them last

- Attracts large crowds
- At the end, people wanted more music and to keep going even if it's a student artist -- easy way to stretch out the event

How are we doing with donations?

- \$85

Dina: ASCMC donations will be made on top of that

- Will have an update on the donations, let's also talk strategically about how to increase donations for next year for benefit concerts

Ed: Since donations are going to Jed foundations, would like to see Lisa looped into the conversations as there might be things we might want from them

- Lisa: CMC is a JED campus, been working with this foundation since sophomore year on different initiatives
- Would love to be looped in

Approval of Minutes

Cindy: **Motion** to approve

- Seconded by Max
- Yes: 11
- All in favor : Dina Rosin, Bryan Carlen, Chandler Koon, Cindy Lay, Max Dawson, Laleh Ahmad, Edgar Warnholtz, Andrea Amaya, Kamara Anyanwu, Johnson Lin, Avi Gupta

- Motion passed, minutes approved

Conversation led by Laleh on ASCMC organization

Laleh: Things noticed to make ASCMC function smoother -- talked to Dina, Cristi, Devon

1. Vendor list
 - a. Make it easy for class presidents / whoever is throwing the events what vendor the VPSA has been using
 - b. Less unnecessary back and forth
 - c. Record of costs
2. Facilitate the Google Drive
 - a. Well organized, but we do not put any documents: most folders pretty empty
 - i. Especially class presidents' folders
 - b. Pass it on easily to the next board
3. Training manual
 - a. We can discuss whether we want one big ASCMC manual to be used throughout the whole year or specialized manual for each position
 - b. We can have specific manuals for more technical positions ex) CFO and CO chair as those jobs are more complicated
4. Event reports and Log hours
 - a. A way to see how much we work each week and what we've done
 - i. Devon calls it "hit by the bus scenario" : If someone is trying to throw the same event, will allow us to know exactly how to throw it, who to contact, what went well or wrong
5. Archives
 - a. Store what all past presidents and class presidents did

Max: 1. Vendor list can be generated through workday fairly easily

Laleh: Yes it is easy, but we have to come up with an operating procedure to make sure this is consistently being done in the future

2. Reminded of position-based emails? If anyone wants one let Max know
 - a. Dina will be looped in conversations

Laleh: Should everyone have an email for the sake of Google Drive as stuff we put on the drive school emails would disappear after graduation?

Dina: Not necessarily true, can make copies with the President's email if necessary

Lisa: Believe that only deleting the folder accidentally would be an issue as that person is the only one who can revive

Cindy: CPB has a streamlined way of organization, useful to look at it

- Laleh: A lot of these ideas came from CPB as Laleh works for CPB
- CPB has an efficient way of transitioning: organizational structure makes it a lot easier

Dina: Laleh should send an email about which position she needs to help her, if we have to vote on anything we can bring it up

Does anyone want to talk about Slack?

Lisa: Slack might be better than Groupme as we can have an organization-wide channel

- Each subgroup can have a channel while other people can still see
- Can communicate via messages and also react to messages beyond just liking

Johnson: Common problem with organizations is not establishing channel culture properly

- Whole point is to compartmentalize matters into different channels
- Have to be methodical as people accidentally cross things to different threads
- Frustrates everyone -- in the end no one wants to communicate
- Have to really plan out expectations, how we will use it

Sobe: Personally would not download another app, a lot of organizations use Groupme

Cindy: Have used Slack successfully for school and corporations

- Would actually limit the way people have to check as we can classify issues
- Checking Slack / participating in the discussions should not be an issue as it is part of job descriptions

Edgar: Huge fan of Slack, used professionally for internships and the real world

- Opportunities to continue building skills
- Being able to use Slack successfully is better than Groupme
- If used properly, Slack can be much better

Laleh: Keep in mind that organization stuff will require more work from the VPSA, CFO and CO

- Also everyone has to be on board

Raina: If anyone has concerns/ideas can bring up to Laleh or Raina

Funding Request : PEER Conference

Mohamed : Representative of CARE center

Request for \$8000 from the Executive Board to fund the event

Political Engagement through Empowered Representation

- Objective is to create space for dialogue for 200 individuals
- Intersection between Political engagement and Diversity and Inclusion

April 19th - 20th

Food costs is \$13500 -- will use all funds from Exec board towards food costs

Secured \$7000 from President Chodosh for the speaker

Also secured funding from Kravis Lab

Max: Why is it not being funded by CARE center?

Patrick: CARE center budget is ridiculously low as it is a subset of DOS
Does not have an ability to build a conference to this capacity
CARE center has existed with a hope within leadership team to have a larger conference
Will be 100% free for 200 students across Southern California area
- Intention is to provide access and resources to marginalized students to help raise their voices

Sobe: How many cmc students are anticipated to attend?

Patrick: Projection is 50, but strong prioritization for CMC and 5C students

Will be also be open to greater Southern California region

Mohamad: Not offering any traveling stipends

Max: Are you asking other 5Cs to fund if there will be 5C representation?

Patrick: Hesitant due to political science aspect of the conference, question how other student governments would feel

Mohamad: Question as to how other student governments might feel about some of the descriptions

- Section discussing inclusivity vs free speech

CARE want to promote those conversations rather than limiting them

Edgar: Wouldn't it be better to leave that up to their decision rather you making that decision preemptively?

Patrick: If we receive funding with the caveat of posing restrictions, and if they say No we go back to square one

Rather not ask in order to plan out the conference -- pay for the merchandise, speakers etc

Edgar: Does seem like a very expensive process, would like to see you ask

Q: What is the difference between Athenaeum food costs / Breakfast, lunch, dinner on the budget?

Mohamad: kickoff of the conference is Ath dinner on Friday

Meals during Saturday (breakfast, lunch, dinner) will be covered by Ath

Sobe: What is the Bakari Sellers?

Mohamad: The speaker and his talk

Janise: Have you started advertising? How many people signed up?

Patrick: About 50 people signed up now

Will be using all of CARE social media, reaching out to all affinity groups and other schools -- UCLA, USC etc

Cindy: How many people are going to this event?

Mohamad: Budgeting with 200 people in mind - 175 attendees outside of CARE center

Around 25 people will be helping with the conference

Max: Seeing very high per person per meal cost, is there any way to cut those down?

Mohamad: Ath cost per person is \$20, budgeting for 200 people

For breakfast lunch and dinner went through Bon Appetite for efficiency

Budgeted \$25/ person for dinner as we are planning a big dinner, locally source

Dina: Athenaeum food cost is \$25 per person for non Claremont student, but if it is free for CMC students why is it costing money? And for 5C students?

Mohamad: Ath is not having programming that day

Patrick: Ath allows 25-30 students from any group or organization to have free dinner, which is different from a having a conference

Dina: Wasn't talking about free dinner, was talking about bringing a speaker where it takes just a meal swipe for a student to go

\$20 is typically a price for non-Claremont person to attend, why would that be a case for every single Claremont student to go?

Patrick: This is a Friday event different from typical Monday - Thursday Ath events, this is the cost for inviting a speaker and using their space and setup

Samrath: What does the diversity in politics look like in this event?

Mohamad: In terms of faculty we are trying to have, trying to source people from a lot of different backgrounds from Government / Ethnic studies department

Have not solidified panels yet but have reached out to affinity groups at different schools and all different political organizations to diversify political opinion

Patrick and Mohamad Stepped out for deliberation

Andrea: If I work at CARE center do I step out?

Dina: Cristi usually makes that call but since she is absent if you are not part of planning the conference it should be fine

Dina: Did not have a great explanation for using Bon Appetit, a very expensive way of funding food

- Would not be making an exception for other student group to do such pricy way of funding when you could easily cater and deliver other types of food

Max: For background, for clubs last year for retreats gave 3 for breakfast, 4 for lunch 5 for dinner

- significantly lower than the suggested budget and if nothing else works somewhere in the middle ground seems appropriate

Bryan: About asking the other 4Cs, us funding most of it makes sense but questionable not asking at all

- If they went into a conversation and stipulated something they are not comfortable with, still very different from not asking / saying no and declining money

Sobe: Would think that going thru claremont would be cheaper but since it's not can Max figure out how much would be to 5 breakfast 5 lunch 15 dinner for meals?

Edgar: Conference has to happen, once we have a good idea on the conference itself should figure out how we can actually make it happen

What does D&I chair think?

Kamara: It is important that we fund them in some way, interested in looking for other ways to fund food/ what Max has to say

- They have been planning since December
- Just because it is a conference, getting food through the school would be a better decision as people are coming from outside the school for accessibility reasons
- Because it is easier that is probably what they were going for when they budgeted

Chandler: Bon Appetit is a catering company that runs Collins and the Hub, when you say get in from school do you mean have the school fund it?

- Bon Appetit is an outside company
- Collins staff are CMC employees but management is not
- Hub employees are Bon Appetit employees not CMC employees

Kamara: In that case, will go with Max's suggestion

Chandler: If we had 50 students going and divide \$8000 by 50, that is \$160 per head in terms of CMC representation

- If people from other schools are coming, seems like a disproportionate amount of money to be spent on a small number
- Conference is important but math on food seems a little bit questionable
- This is two weeks before the event

Max: Did the math with 5, 5, 15 and Ath has to stay at 20

Total comes out to \$10,000

Patrick said 50 - 75 CMC students -> 25% to 37.5% of all attendance

We would be funding \$2500 - 3750 based on that

Chandler: Not saying we shouldn't fund it for other people, but if you look the number of CMC students actually participating in this conference, money spent per head is \$160, which is more than half the student fees of each of those people

Deo: Looked at Bon Appetit for wedding party, convenient but expensive

Super important event and has to happen, but there must be cost-efficient ways

Dina: Theoretically table and ask them to come up with a new budget since they are asking for food costs(\$8000)

Cindy to Deo: Would you be willing to give the catering company to them?

Deo: We used Bon Appetit due to convenience, but there are more way more cost-effective options out there

Max: To continue with Dina's hypothetical motion, can include that they go to and ask other 5Cs

Sobe: Can we stipulate and say we will give you this amount of money? If they have 80 - 90 students from 5Cs

Andrea: In talking about not using Bon Appetit, should take into consideration that this event is two weeks away

- Cannot really take away a vendor and cancel everything, especially someone we had such close ties with
- Having to look for new vendors will be stressful for them and whoever they have to work with

Laleh: Echo Adrea's point, also is it possible for them to go to other 5Cs given that they have one weekend left?

Dina: Have been moves in the past to fund in full minus other 4Cs' contribution

Edgar: They said 50 CMCers signed up, but doesn't mean there is going to be only 50 CMCers

Sobe: They said 50 people not CMCers

Bryan: "50" was thrown twice

1. Expected CMCers to attend
2. 50 people signed up as of now, we do not know the breakdown of that 50, probably should ask

They should come back with that information

Understanding is that 50 people inside the CARE center already signed up /175 positions will be open to non-CARE center people

Can Max share our general budget status?

Max: General fund was at around \$11000 before the freeze, freeze brought in around \$45000

Edgar: Does that consider 2500?

Max: It does not, so we have 2.5K less = we have 9.5 + 45000

Dina: Has D&I chair considered giving discretionary funding?

Kamar: Willing to give \$1000 from the discretionary funding

- Already factored into the budget
- Willing to give another \$500

Dina: D&I Chair committed \$1500, meaning that \$7500 is being asked from general fund

Samrath to Max: Where are we in budget compared to past years?

Max: Record keeping of general funds from past years not that great, budget freeze vary wildly from year to year so not a good comparison point

Edgar: Maximum number of CMC students attending is 75, which does not take CARE fellows (20) into account = total of CMCers would be 55
80 or so spots would be from 5Cs

Max: Thought care fellows were included in 75

- Edgar: asked and said No

Bryan: Motion to fund \$ 7500 with the stipulation that they go ask other 4Cs for funding

Sobe: Can we modify that they talk to 2 specifically?

- It is not much time, and two schools will have more students than the others

Samrath: Would it be possible to modify the motion to all 5cs?

- All senators meet at least once a week, and they have 12 days

Edgar: Retroactive funding is a thing, can look at that as a stipulation

That they can go ask 5Cs after the event has passed

Motion to fund \$7500 with the stipulation that they go ask the other 4Cs for funding with a condition it does not modify the planning/content of the conference

Seconded by Kamara

Max: To the retroactive funding point, we can fund \$25 per CMC student

Motion to fund \$4500 and they can go to other 5Cs for funding but \$4500 is the top end of our proportional allocation assuming the top end of CMC students attending

Seconded by Avi

Edgar's motion:

All in favor:

Dina Rosin, Bryan Carlen,, Cindy Lay,Laleh Ahmad, Edgar Warnholtz, Andrea Amaya, Kamara Anyanwu

Opposed:Johnson Lin, Max Dawson

Abstension: Chandler Koon, Avi Gupta

Motion passed

Second Motion to fund \$4500, no stipulations

All in favor: Max Dawson, Chandler Koon, Avi Gupta, Johnson Lin

Opposed: Dina Rosin, Bryan Carlen, Laleh Ahmad, Edgar Warnholtz, Andrea Amaya, Kamara Anyanwu

Motion failed

D&I chair decided to fund \$1500, 500 more than allocation

From general fund, decided to underwrite \$7500 with the stipulation that you go to other 4Cs for funding, and receive funding only if it does not change educational content

Open Forum

Bryan: Come to Senate tomorrow!!

Edgar: How many people applied to be on the committee?

Lisa: We have more than 10-12

Chandler: Minutes by email vote can save 5 min

- Dina will look into it

Patrick: When do D&I committee applications close?

Kamara: Sent out on Saturday, we give them a week

Patrick: Couple of people asked when it closes, not well articulated

Kamara: Can talk to Cristi about changing the form

Sobe: Will D&I stipends be enacted this year or next year?

Dina: Dina, Max, Kamara, Cristi had a meeting

Paying D&I board this year is difficult

Can offer special stipends for extraordinary work afterwards (up to \$100 per semester, constitutional)

Kamara will work to figure out what it means to be on D&I board to come up with standards for stipends in the future

Will institutionalize D&I board to make them paid positions in the future

Laleh: Can we decide when to have a convo about org/ slack?

Lisa: Will chat with Cristi as both interested

Motion to adjourn

All in favor: ALL

Board Adjourned @8:24PM