

**University Student Union
California State University, Northridge
Facilities & Operations Committee
November 22, 2021
Regular Meeting Minutes**

I. Call to Order

The regular meeting of the Facilities and Operations Committee was called to order at 3:04 pm by Chair, Christian Lipton.

II. Roll Call

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Christian Lipton (Chair)	Melissa Ruiz	Samantha Liu	
Fredy Perez (Vice Chair)			
Maria Linares			
Daniel Moreno			
Luigi Rossini			
Fabian Hernandez Sanchez			

*Indicates that member/attendee was not present for the entire meeting. Voting tallies may vary.

III. Approval of Minutes - October 18, 2021

M/S/P (D. Moreno / L. Rossini) – Motion to approve the minutes from September 28, 2021.

Motion passed 5-0-0

IV. Approval of Agenda – November 22, 2021

M/S/P (F. Perez / F. Hernandez Sanchez) – Motion to approve the agenda for November 22, 2021.

Motion passed 5-0-0

V. Chair’s Report

Chair Lipton welcomed the committee members and said he’s excited for today’s presentation for the project as well as discuss some marketing tactics on the project. Also shared his excitement for moving back to active campus over the next few months.

VI. Co-Chair’s Report

Vice Chair Perez shared his excitement for the next few months including in person committee meetings. Reminded the committee to ask for help when needed and wished the committee well for finals.

VII. Action Items

A. Committee Meeting Dates

M/S/P (F. Hernandez Sanchez / M. Linares) – Motion to approve the following dates and times for the Facilities and Commercial Services Committee to meet during the Fall 2021 semester; Monday December 6 at 3pm and Spring 2022: February 21st, March 21st, April 18th and May 16th at 3pm.

Motion passed 5-0-0

B. Committee Goals

M/S/P (L. Rossini /D. Moreno) – Motion to approve the following committee goals for Facilities and Commercial Services Committee for 2021-2022 academic year:

- 1) Support the USU’s Renovation project
- 2) Work on Allocation of Space Procedure.
- 3) Work with USU Staff to support repopulation of campus and events.

Motion passed 5-0-0

VIII. Discussion Items

A. USU Project Presentation was presented by Executive Secretary Samantha Liu to review the process and where we are at with the project.

B. Marketing Tactics for the USU Project

Chair Lipton shared that he is very passionate about Marketing and wants to be able to think about ways to promote the project to students. He asked the committee to share their thoughts about how we can market this project to students. Some ideas from the committee were:

- Tabling events by Board Members and committee members to discuss the project
- Welcome video (Tik Tok) and highlighting the changes
- Highlighting mission statement and how this project encompasses the mission
- Having events to promote the project and the process on how we are creating this project
- Put up poster not only in the USU, but also throughout the campus to bring awareness
- Highlighting how people are involved in the process and recognition

IX. Announcements

N/A

X. Adjournment

By general consensus, the regular meeting of the Facilities & Operations Committee was adjourned at 3:36PM by Chair Lipton.

Respectfully submitted by,
Samantha Liu