

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
FACILITIES & OPERATIONS COMMITTEE
March 29, 2021
REGULAR MEETING MINUTES**

I. Call to Order

The regular meeting of the Facilities and Operations Committee was called to order at 12:34 pm by Chair, Arrah Enaw.

II. Roll Call

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Arrah Enaw (Chair)		Samantha Liu	
Robert Jacome (Vice Chair)			
Chidum Ekpe			
Rishabh Runwal			
Tiffany Abodoh			
Melissa Ruiz			
Adrian Lopez (12:36p)			

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

III. Open Forum

N/A

IV. Approval of Agenda – March 29, 2021

M/S/P (M. Ruiz / R. Jacome) – Motion to approve the agenda for February 22, 2021.

Motion passed 4-0-0

V. Approval of Meeting Minutes – February 22, 2021

M/S/P (R. Jacome / R. Runwal) – Motion to approve the minutes from February 22, 2021.

Motion passed 5-0-0

VI. Chair’s Report

Chair Enaw shared she hoped that everyone had a great and restful spring break. Thanked the group for their patience scheduling meetings and we need everyone to attend all meetings to meet quorum. She also shared to reach out to her if anyone had any questions.

VII. Co-Chair’s Report

Vice Chair Jacome shared that the last USU BOD meeting he shared updates from the committee. He also shared that Chair, Co-Chair and Executive Secretary met to review the space allocation request and will be discussing during the discussion items.

VIII. Action Items

- A. N/A

IX. Discussion Items

A. Facilities and Operations Committee Meeting Dates

- i. Shared the upcoming meeting dates for the committee. May 10th meeting date is tentative because of finals, but we would like to have it scheduled so we can review the Facility Use Policy that we have on our goals. Everyone at the meeting can attend the April meeting, but Rishabh cannot make the May meeting.

B. Allocation of Space Discussion *

- i. Chair Enaw shared that Muslim Student Association (MSA) came to the last meeting to present their request for space in the USU. The space allocation request was included with the meeting packet. She shared that a meeting will be scheduled with MSA to review the space allocation request and next steps. Co-Chair Jacome shared that questions he had were addressed in their request form, but suggested finding a balance with what they're requesting and what we can accommodate. Chair Enaw asked Executive Secretary Samantha to review the next steps with the committee and potential costs for obtaining a space.
- ii. Question for MSA – What are the regulations for raising funds for student groups and have you looked into funding sources / fundraisers?
- iii. Questions to add to the form - How many students do you anticipate visiting the space on a daily basis? If approved for a space allocation, does the group have funding sources available to rent the space?
- iv. This topic will be continued at the next committee meeting in April if the request for information from MSA is fulfilled. Discussion will also include any other items that need to be added to the space allocation request form.

X. Announcements

Chair Enaw will be following up on the May meeting. She shared she will be sending the meeting packet a week before the meeting so everyone can review before the meeting.

XI. Adjournment

By general consensus, the regular meeting of the Facilities & Operations Committee was adjourned at 1:10 PM by Chair Enaw.

Respectfully submitted by,
Samantha Liu