

**University Student Union  
California State University, Northridge  
Facilities & Commercial Services Committee  
October 22, 2018  
Regular Meeting Minutes**

**I. Call to Order**

The regular meeting of the Facilities and Commercial Services Committee was called to order at 3:31pm by Chair, Michelle Olmedo-Torres.

**II. Roll Call**

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Michelle Olmedo-Torres(Chair)	Nery Rosa-Beltran	Jimmy Francis	Tamus Glunz
Jazmin Hernandez (Co-Chair)		Jeremy Hamlett	Enrique Vizcaino
Sean Haggerty			
Tia Nalls			
Lilly Palafox			
Elaine Ruiz			
Bhernard Tila			

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

**III. Open Forum**

N/A

**IV. Approval of Agenda – October, 22 2018**

M/S/P (E. Ruiz/T. Nalls) –Move to approve the agenda for October 22, 2018.

*Motion passed 5-0-0*

**V. Approval of Meeting Minutes – April 30, 2018**

M/S/P (T. Nalls/L. Palafox) –Move to approve the minutes from April 30, 2018.

*Motion passed 5-0-0*

**VI. Chair’s Report**

Chair Olmedo-Torres informed committee members about the USU staff meet and greet luncheon on October 22, 2018. She also thanked the group for attending the meeting.

**VII. Co-Chair’s Report**

Co-Chair Hernandez welcomed everyone back, and wished everyone good luck on mid-terms.

**VIII. Action Items**

A. N/A

**IX. Discussion Items**

**A. Ice Breaker**

A group ice breaker was conducted where committee members had a chance to share unique and interesting things about themselves with each other. Committee members also shared their major and year in school.

**B. Committee Orientation**

A PowerPoint was shared that introduced the group to various aspects of the groups' role and purpose. Additionally, information was shared by Executive Secretary, Jimmy Francis, on the current projects that are ongoing and planned for the remainder of the fiscal year.

### **C. Food Bank (4:15 PM)**

Tamus Glunz, Alumni volunteer and founder, and Enrique Vizcaino, current President, of the Matador Food Bank presented to the committee a number of facts and information to the committee. They shared their request for the USU to support the Matador Food Bank by allocating a space for the group to store non-perishable food. The space would serve as a location where select staff from campus could bring students who may be experiencing food insecurity to get a 5 to 7 day supply of food.

Glunz explained a number of details that include:

- The concept started as a 2013 class project she initiated, with the original name being Pantry Haven.
- The group needs storage because they are mainly operating out of her personal vehicle.
- Currently working with Albertsons to hold around 2 food drives a month.
- They have the ability to work with an anonymous source for funding if that is needed.
- If the organization is not able to secure a space on campus they will transition to serving another university.
- The group has been mainly supporting the Women's Resource Center.

A discussion ensued where the committee asked various clarifying questions of Tamus and Enrique. The committee was interested in the level of involvement from currently enrolled CSUN students and also how the program was structured, and planned to be executed. Enrique shared that they are other students involved, and they are trying to balance their school and other life demands with their roles in the Matador Food Bank.

The committee commented that they were not sure how the Food Pantry operated on campus and that they needed to learn more about that program.

Chair Olmedo-Torres concluded the discussion by sharing with the Matador Food Bank visitors that the committee would like to have them back at a future meeting to discuss the request further. Olmedo-Torres explained that the committee needs to research the current resources that are already available on campus and also learn more about how this request could operate within the USU.

### **D. Committee Meeting Dates**

Chair Olmedo-Torres shared the proposed committee meeting dates for FY 18-19 with the group. A discussion ensued, and no major issues or conflicts were identified. The group agreed to bring back the meeting dates as an action item at the next scheduled meeting.

### **E. Committee Goals**

Chair Olmedo-Torres shared a short PowerPoint that highlighted the committee goals from the previous year, and also proposed themes that could be used to stimulate ideas for what the committee would like to focus on this year. J. Francis explained how the committee worked to achieve the goals for last year, and also that there are a few items that have already been identified that the group may need to consider. These items included the USU Posting Policy, the Matador Food Bank request for space, and the allocation of space for a lactation room in the Oasis. The group agreed the themes presented were a good basis for goals.

Chair Olmedo-Torres asked the group if they had any other ideas for committee goals, and L. Palafox indicated that she would like to explore other opportunities the USU might have to support students with dependents. The group agreed that this subject could fall under the theme of assisting the USU with the program development for the renovation and expansion project.

The group agreed these themes could be the basis for the committee goals, and Chair Olmedo-Torres stated they will be voted on at the next meeting.

**X. Announcements**

Chair Olmedo-Torres encouraged everyone to be active in upcoming events that the USU is hosting, and to also contribute to the various focus groups and survey for the USU's renovation and expansion project.

**XI. Adjournment**

By general consensus, the regular meeting of the Facilities & Commercial Services Committee was adjourned at 5:35 PM by Chair, Michelle Olmedo-Torres.

Respectfully submitted by,  
Jimmy Francis