**President**
Isidro Barragan-Sanchez

**SBA Class Representatives**

**4L Reps**

Jacqueline Amador

Christopher Abuhamdeh

**3L Reps**

Andrew Shute

Kristine Sea

**2L Reps**

Noor Kaur

Jimmy Falaminiano, Jr.

**1L Reps**

**Vice-President**
Rebeca Delgado Mendez

**Treasurer**
Jenna Sharma

**Secretary**
Mariela Zamora-Hernandez

**SBA Board Meeting Minutes – [September 14, 2024]**

1. Call to Order – **10:00 AM Room 210**
2. Roll Call

**Present:** Isidro Barragan-Sanchez, Rebeca Delgado Mendez, Jenna Sharma, Mariela Zamora-Hernandez, Jacqueline Amador, Andrew Shute, Kristine Sea,

Jimmy Falaminiano, Jr.

**Absent**: Christopher Abuhamdeh, Noor Kaur

1. Approval of the Minutes:

***Motion*:** **Motion to Approve the Minutes from August**. *Proposed* by Jimmy Falaminiano Jr., *Second by* Mariela Zamora-Hernandez

**All in Favor:** All that are Present

**Opposed**: N/A

**Abstain:** Jackie

**Motion is Approved.**

1. Old Business

N/A

1. New Business
2. SBA General Meetings

*Setting a date*: *Mariela* - suggests that the first general meeting could take place in October so that the 1L reps can participant. *Rebeca* - pointed out that Thursdays are historically the day of the week in which the SBA holds their general meetings. She also suggests that the meeting start around at 5:30 and end by 6:15pm. This would be the best time. That way those who work have a chance to make it to school or hope online on zoom. *Jenna and Andrew -* brought up that there is Community Property midterm happening in October, so probably stay away from that date. *Jimmy –* informed the group that on October 10th Lawsuit will be holding its meeting around the same time that Rebeca suggested. Final suggestion was October 3rd.

***Motion:*** **Motion to approve October 3rd, 2024, from 5:30pm to 6:30 pm as the first General Meeting of the Fall Semester**. *Proposed by* Jenna Sharma; *Seconded by* Andrew Shute.

*Further discussion* – None

**All in favor**: All present but Kristine Sea

**Opposed:** N/A

**Abstain:** Kristine Sea

**Motion is approved.**

*Note* - The meeting will tentatively take place in Room 210, Mariela will email Pat Smith, our Law Coordinator, to book the room.

1. 1L Elections

*Coming up:* *Rebeca* – will email the 1Ls on Monday Sept. 16th with information about the SBA and the election. Hopefully they can come mingle at B2SN. The following week, on/around the 23rd campaigning will start, and the voting will be that Thursday and Friday (Sept. 26-27).

*Final comment*: We should have 1L Reps by the Oct 3rd Meeting.

1. Breakroom

*Concerns about the breakroom: Isidro* – there has been a lot of concerns with the maintenance of the breakroom. The breakroom was cleaned, during its monthly clean up, yet the stock supply quickly ran out and the room is quickly made a mess. *Jacqueline* – students have been leaving trash and used coffee pods everywhere in the breakroom. In addition, the mugs/cups are getting left in the sink dirty for days without being washed. There are a few small things happening in the breakroom such as, trash is getting left on the tables and there are items left out by other clubs that they might want to consider storing in the law review room. Of course, they can leave the items in the breakroom if they don’t mind the supplies running out within days. *Isidro* – asked if we should make signs. We will be making a sign, and an email will be sent to the student body asking them to be considerate of the common space. *Andrew* – suggested that people generally don’t read signs, it’s probably best to send out emails. *Isidro* – asked when do we want to send the email.

*Restock Schedule*: *Jacqueline* – brought up creating a supply restock schedule, as we don’t currently have one. We can talk about what date to restock. It’s so hard to know when to restock when the supplies are gone within a day or two. It is not the SBA that needs to be providing these supplies, we are kindly restocking for the student body to use. *Rebeca* - will send out the email. *Jenna* – suggested that we can also sent out the spending outline so that students can see where their fees are going. *Rebeca* – suggested we can do the restock when we do the monthly clean up. *Jacquline and Andrew* – suggest we can put more coffee filters so that the students can make more pots of coffee so that coffee pod supply last longer.

*Isidro* – we can contact the other groups to meet or put them on notice to help the SBA to keep the room clean by making sure the stuff the clubs leave gets picked up.

***Motion:*** **Motion to Restock the Breakroom When We do Monthly Clean Ups**.

*Proposed by* Rebeca; *Second by* Andrew

**All in Favor**: All present

**Opposed**: N/A

**Abstain:** N/A

**Motion is Approved**.

*Water Dispenser*: *Jacqueline* – The water part has been ordered and Rick will be helping us install the parts. *Rebeca and Isidro* – While we have previously been told that the SBA is responsible of the breakroom, Isidro will bring up upgrade/renovations to the administration/school board.

1. Apparel

*Who will make the apparel*: *Kristin*e – offered to help with the apparel. She can get the machine and help with the labor. The SBA would cover the cost of the shirts and other supplies. Can be finished at the end of October. *Isidro* – commented that we were also planning to sell the apparel. *Andy* – asked if the school is interested in selling apparel.

*Rebeca* – informed the group that the school has said that the SBA can do to it as a way to bring revenue to the SBA. It would be too expensive if the school does it and too hard since we are a small school. *Isidro* – stated that we are trying to make revenue from the apparel for our events. Kristine – suggest we do cut off dates, so have different time periods in which the clothing can be ordered and that way we sell the items in batches and Kristine would not have to make order every other day. *Isidro* – suggested a second option, going through a vendor and doing samples of different sizes so the general student body can see what we have/can create to sell. We don’t want to put too much pressure on Kristine. *Rebeca* – informed the group that last year the shirt cost was between $9-13 dollars, so there is room for profit if we go through a vendor. *Kristine* – says she would be okay with helping us. She doesn’t see it as too much of a problem. *Isidro, Rebeca, and Kristine* – they will figure out how much it will cost to do the two options. *Kristine* – asked if the T-shirts should be free. *Mariela* – informed the group of the reason why the SBA started giving the apparel out for free. She was told from past SBA members who started the gift giving that it started the year COVID hit, as there was no Barrister’s Ball and the classes were on Zoom, the SBA used the student fees to produce the apparel and gift it to the student body. *Isidro* – suggest we can still do a gift, but we can also sell apparel. We can do different styles and colors that we sale. *Kristine and Jimmy* – will talk to vendors and will get back to the SBA. *Isidro* – suggested that we do a follow up of this conversation with an apparel meeting. *Kristine* – will send out on WhatsApp the styles that we have picked. She also was wondering if we should do lanyards, and that is something we can discuss later.

**Photo Break**: Officers and Reps took a break to take the official photos for this year’s SBA. Those not present will take individual photos and rep photos at a later time that best works for them.

1. Back to School Night

*To Do List:* Mariela and Kristine – informed the group of all the preparation ready to go for the event and what was left to do for the days leading up to the event. All the supplies that had been bought up to the date of this meeting were brought ought for the members to view and give their opinion on things we may still need. After viewing the popcorn and cotton candy supply, it was suggested that we get more popcorn and cotton candy more, that way we have at least one per person.

***Motion***: **Motion to add $200 to budget to the Back-to-School Night Budget**. *Proposed by* Isidro, *Second by* Jimmy.

**All in Favor** – All present

**Opposed** – None

**Abstain** – Jackie

**Motion is Approved**

*Note* – Previous budget was $6,500, after the approval of the $200 motion, the new Back-to-School Night budget is $6,700.

*Ticket system*: We will have one ticket in place for food and one ticket for desserts.

*Layout:* We have a basic idea of where everything is going but will make final decision the day of once the tables and chairs have are brought out.

*Bar:* Bar tender will likely be Andrew, Rebecca and Blanca. They bartended at last year’s B2SN and have a hang of how things run behind the bar.

*Prep/Clean-up:* Step up will start at 11 am on Saturday. We will start doing basic preparations on Thursday and Friday, anyone who can come and help is welcomed.

*Food vendors*: *Rebeca* – will make sure to follow up with both vendors and make sure they are set to go for the event.

*Ice: Mariela* - asked who will be buying the ice. *Rebeca* – offered to buy the ice with Blanca the day of the event on their way to school.

*Ice Chest*: Who do we ask for permission to use some of the coolers that are already on campus. *Kristine and Rebeca* – they have coolers we can use for the event. Kristine’s car isn’t big enough to hold her cooler, Rebeca offered to pick it up. Andy has additional coolers as well. *Isidro* – will get in contact with Aaron to ask DTP for their permission to use the big green cooler that is in the law review room.

*Giveaway items:* We asked the group what items should we give out as part of a giveaway. The group decided a few gift cards and a wine bottle. *Isidro* – also has a few SJCL shirts that can be given away.

1. Class Report
2. 2L Class Report: No report
3. 3L Class Report: No report
4. 4L Class Report: No report
5. Open Forum: No Comments
6. **Adjournment – 12:59 PM**