**CSUEU Chapter 319**

**E-Board Meeting**

**Thursday, October 4, 2012**

**1:00pm-2:00pm**

**Present:** Deborah Campbell, Lucy Breza, Kristine Quiocho, Reggie Keys, Rocky Sanchez, Sandra Strang

**Absent**: Vaughn Lucas, Robert Rice, Brenda Brown

**Business**

* **Holiday Luncheon Finalization**
	+ Location: Ursa Major has been confirmed for Friday, December 7th from 9am-2pm. Quote is $285. Deborah will call to ask to change the hours.
	+ Boston Market: Total is $3,692 including tax. Union given $75 discount by Amanda. This will feed 200 people. Menu includes roasted turkey, salad, mashed potatoes, vegetables, and cornbread.
	+ Vendors Donations: Letters were prepared today for mailing. E-Board voted and approved reimbursements of End-of-Year Luncheon expenses for Lucy, Deborah and Vaughn to cover the cost of Supplies, Cakes and Water to come from the $5.00 fees collected from members.

* + Chapter 319 Gift: Total was $2,575. A new gift called the Elite Laptop Backpack was ordered.
	+ Collection of $5- Dates: Dates were picked to register for the luncheon: November 6,8,13,15,29. Vaughn will prepare an email blast.
	+ Union Leave: Deborah informed the Board that there is enough union leave for everyone. Deborah will submit the paperwork two weeks prior to December 7th. After the event is over, the E-Board can head home.
	+ Center Pieces: Deborah will ask Brenda Brown in regard to the centerpieces.
	+ Water, extra plates, forks, etc.: Deborah will ask Vaughn to purchase water. Deborah will get the rest of the items.
	+ Cake: Lucy will purchase the cake.
	+ End of the year budget: Lucy will get the budget ready for the November E-Board meeting.
* **Campaign for Prop 30 and 32**
	+ Should we do shirts? Deborah will check with Loretta S(can’t spell her last name) to inquire when shirts will arrive. Campaign day is October 30th.
* **Budget**
	+ $300 has been deposited for reimbursement.
	+ Deborah/Lucy will investigate with Bronco Copy & Mail in order to set up an account for monthly payments for copying and postage.
* **Comments from the campus President- Student Affairs Division**
	+ During the Student Affairs Division meeting on September 21, 2012, President Ortiz referred to Parking Officers as “Nazi’s. ” Rocky drafted a letter to be sent to Pres. Ortiz. The Board reviewed the letter and made appropriate changes. The letter will be in bullet points.
* **E-Board Compromise Emails**
	+ Deborah, Rocky, Lucy, Kris all experienced email issues the same day (ie: Lucy’s email was sent to spam). Brenda contacted John McCuthry to have it investigated. I&IT performed a forensic investigation. Deborah met with an I&IT representative on October 3rd. The report gave two conclusions:
		- Could be due to IronPort (a program that detects spam).
		- Someone from the I&IT department could be reviewing and interfering with the emails.
* **Tambra Williams- Cruise for Members**: Deborah will direct Tambra to HQ.
* **Re**-**Certification of Stewards**: Deborah reminded the Board to retake their re-certification exam.

**Announcement**: Next E-Board meeting will be Friday, November 2, 2012