

**CSUEU, Chapter 305  
Executive Committee Meeting  
SSB Room 401  
Wednesday, January 18, 2017  
Minutes**

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**Present:** Kathleen Bruno, Shae Hancock, Russell Kilday-Hicks, Sandee Noda (Chair) , Steve Puig, Christina Valero

**Excused:** Rosa Valencia

**Call to order** (12:10 pm)

**Approval of Minutes:**

December 7, 2016 Executive Committee Meeting minutes & December 13, 2016 Chapter Meeting Minutes were **APPROVED**.

**New Business/Discussion Items:**

Approval of Funding:

Russell motioned that we approve \$200 for Lunch Contract Action Team (CAT) Training on Monday, February 13, 2017. Steve Puig seconded the motion.  
**MOTION APPROVED.**

Kathleen motioned that we approve \$300 for Coffee Day on Thursday, March 9, 2017. Christina Valero seconded the motion. **MOTION APPROVED**

**Meeting Adjourned:** 12:58 pm

Chapter 305  
Executive Committee Meeting  
Location: SSB Room 401  
January 18, 2017  
Agenda

**Call to Order**

**Approval of Minutes**

Executive Committee Meeting from 12/7/2016  
Chapter Meeting from 12/13/2016

**New Business/Discussion Items**

Update from the Board of Directors Summit on January 7, 2017 (Kathleen)  
Activities that we want to budget for  
Ann Sherman's new role & what that means for Chapter 305  
Membership recruitment update (Russell)  
Survey with CSU Sacramento & CSU Channel Islands  
Calendar and Contact Information on Website

**Old Business**

Audit Documents

**Announcements/Reminders:**

- Board of Directors Meeting – March 17-19, 2017 in Long Beach + 1 Day Board Summit
- April 12, 2017 11:45 am - 1:00 pm Meeting with President Wong and Chapter Leadership & Stewards (Guests: President Wong & Ann Sherman)
- April 26, 2017 12:00 pm -1:00 pm Chapter Meeting at the Towers Conference Center (Guests: President Wong & Leshia Claudio)

**Adjournment –**

**Ground Rules**

Speak from your own experience.

What is said in the room, stays in the room.

Step Up/Step Back - Meaning if you are a "talker" step back and listen. If you are a "listener", step up and state your opinion.

Constructive criticism and dialogue is welcome, personal attacks are not.

Bend, don't break - meaning, be flexible with the things we are trying, however don't compromise yourself so much you break in the process.

One speaker at a time. Cross talk is expected for discussion, side talk should be minimized.

Speakers will indicate when they are done. Speaking limits or speakers list may be established.

Stay engaged while meetings are in session [no sleeping].

Cell phones should be placed in silent or vibrate mode to minimize disruption.

Respect each other - agree to disagree

Respect the agenda - stay on track.