

Department of Legislative Affairs Meeting

Associated Students of the University of Nevada

Minutes for Friday January 29th, 2021 2:00 PM

Zoom Meeting: email Tara Okui at ADBudget@asun.unr.edu for more information

1. CALL MEETING TO ORDER

Meeting was called to order at 2:01 pm by Director Okui on Friday, January 29th, 2021 on Zoom. Presiding secretary was Mackenzie Zappe.

2. ROLL CALL

Present: Director Okui, Assistant Director Matovina, Programmer Ayele, Programmer Bal, Programmer Ellis, Programmer Leech, Programmer Maglinao.

A quorum was present as well.

3. PUBLIC COMMENT

- Olivia Rice, Intern
 - Olivia Rice stated updates on vendors concerning the Mackay and Cheese event.
- Sean Foe, Coordinator of Democratic Engagement
 - He reported that he finished the credit card requests and to contact him if there are any questions.
- Myah Shaikh, Intern
 - [3-4 lines summary]
- Makenzie Clark, Nomination
 - She introduced herself.

4. ADOPTION OF MINUTES

There were no minutes to approve at this time.

5. OLD BUSINESS

There was no old business at this time.

6. REPORTS OF OFFICERS

a. Heaven Ayele, Event Programmer

- She reported that she met with Brandon about campus movie fest where he explained what it is and how UNR can take advantage of it.
 - Programmer Maglinao added that this opportunity is cool and that the company is flexible with process and asked the rest of the department what their opinion was on the movie fest.

- Director Okuri said that this would be a cool idea and could increase virtual attendance with a focus on promotion and marketing.
 - Programmer Bal asked if there was information about how other schools have done with this event.
 - Programmer Maglinao replied that she can email for feedback but the answers might vary because of state guidelines
 - Programmer Ayele commented that the virtual component for this event is relatively new.
 - Programmer Maglinao questioned if the university would even approve the funding for software.
- b. Mehak Bal, Event Programmer
- She reported that Vanessa had forwarded information about Drag Bingo and where they were going to set up.
- c. Chrissy Ellis, Event Programmer
- She reported that the coffee crawl was successful and commented on the Drag Bingo idea. She also reported on different ways they could potentially give out the Wolf Pack warm bags and asked the department to convey their opinions about this idea.
 - Sean Foe suggested that they keep in mind the amount of institutional support resident life versus commuter life is getting and suggested partnering with campus escort as a compromise.
 - Programmer Matovia suggested creating an InkBlot formstack to accompany the mail-in option that Programmer Maglinao suggested.
- d. Vanessa Komanduri, Event Programmer
- She submitted her final report and thanked the department for the experience.
- e. Emily Leech, Event Programmer
- She reported that the January Pack distribution will be moved to February 3rd in the same place and same location and has submitted the SEAB form for future events.
- f. Jada Maglinao, Event Programmer
- She reported that the coffee crawl went well and only had fifteen extra vouchers and she relayed that they had a debriefing about the coffee crawl already.
 - She also reminded the department that it was going to be held in the next few weeks and to spread the word about that.
- g. Michala Matovina, Assistant Director
- She reported that there is marketing in progress and submitted the Black History Month spin the wheel marketing.
- h. Tara Okui, Director
- She reminded the department about the winter retreat and talked about Mackay week hours being due. She also asked opinions about Spring Break week and received favorable replies.

7. New Business

- Mackay Week
 - This topic was covered in Programmer reports.
- Spring Break Week
 - Director Okuri Shared a list of potential Spring Break Week activities and asked the department to share their ideas and opinions on what activities they want to work on in the spring.

- The department proceeded to discuss different event logistics and what responsibilities they would like to take on as individual programmers.
- Sean Foe commented that all athletic and sporting events are cancelled because of COVID guidelines.

-

8. PUBLIC COMMENT

- Sean Foe
 - He submitted another tech request about the department's ASUN emails and is not sure why this hasn't been taken care of yet.

9. ADJOURNMENT

Meeting was adjourned at 3:00pm by Director Okui.