

CCFF Executive Board Meeting  
December 18, 2020 2:30pm – 3:30pm  
Financial Aid Resource Center Conference Room

### **Attendance**

Members: Cynthia Laveriere

E-Board: Mariam Youssef, Kimberly Rosenfeld (chair), George Jarrett, Veronica Miranda, Lynn Wang, Bobbi-Lee Smart (chair), Terrance Mullins, Pauline Acosta, Ralph Casas

- Division of president's duties
- Board of Trustee meetings: Bobbi-Lee
- Coordinating meetings: Kimberly
- Planning and budget: Bobbi-Lee
- Faculty Senate: Bobbi-Lee
- E-board meetings: Bobbi-Lee and Kimberly
- LA Fed meeting (3 seats are available, meets once a month):
- State and Division Council meetings: Bobbi-Lee, and Kimberly a bit
- CFT conference call: Kimberly and Bobbi-Lee
- Membership data reconciliation: Pauline, Ralph, Lynn, Terrance, and Michelle—can consult with Kimberly and Bobbi-Lee as needed
- Setting agendas and chairing E-board meetings: Bobbi-Lee and Kimberly will alternate
- Petty cash system for office supplies: Mariam, Ralph, Michelle
- Reserving rooms: Kimberly
- Reimbursements: Kimberly and Bobbi-Lee, depending on who is available
- Expand grievance team: Michael advises and E-board votes
- Checking mail, email, messages, office supplies: Mariam (email, phone, and office supplies) Michelle and Bobbi-Lee (mailbox)
- Meet monthly with Dr. Fierro: Bobbi-Lee and Kimberly
- Chair annual meeting: Bobbi-Lee, Kimberly will help with talking points
- Division talking points: Kimberly and Bobbi Lee will give to Lynn and Veronica
- Meeting with officers as needed: Kimberly and Bobbi-Lee
  
- Compensation of co-presidents (in addition to their compensation as vice presidents)
- Kimberly: 3 units release, 3 units stipend
- Bobbi-Lee: will be calculated based on the non-instructional salary schedule. Both presidents agree that this is fair compensation for the work they are equally splitting.
- Motion to compensate Bobbi-Lee for 22 hours a week, for 18 weeks, at \$62.64—which comes to \$24,805.44 and Kimberly for an additional 3 units of stipend (proposed by George, seconded by Terrance)

Votes on the motion:

Yea: unanimous

Motion carries.

- Approval of minutes from December 16, 2019
- Change Michelle's last name from Fisher to Castillo
- Clarify that new president voted in after the special election will assume duties the day after the end of the Spring 2020 semester.
- Motion to approve the minutes from December 16, 2019 (proposed by Ralph, seconded by George)

Votes on the motion:

Yea: unanimous

Motion carries.

Adjourn