



Unapproved Minutes Rally in the Valley Robotics Challenge & S.T.E.A.M. Expo Board of Directors Meeting

A meeting of the Board of Directors of Rally in the Valley Robotics Challenge & S.T.E.A.M. Expo was held on Wednesday, November 1, 2023 at 6:30 p.m. at Encino Elementary Charter School 16941 Addison St, Encino, CA 91316

I. PRELIMINARY

A. Call to Order – Chair, Oscar Cesar Rios Jr.

The Board of Directors meeting was called to at 6:30 p.m. by the Board Chair, Oscar Cesar Rios Jr.

B. Roll Call – Secretary, Jennifer Nishimoto

Board Member Present

Oscar Cesar Rios Jr.
Jon-Michael Rodriguez
Sergio Millan
Jennifer Nishimoto

C. Flag Salute – Oscar Cesar Rios Jr.

The chair Oscar Cesar Rios Jr. led the Board and the public in the Pledge of Allegiance

D. Approval of the Agenda – Chair, Oscar Cesar Rios Jr.

On **MOTION** of Sergio Millan , **SECONDED** by Jon-Michael Rodriguez, and **CARRIED** by a vote of 4 (YES) and 0 (NO), the Agenda (Item I.D.) was approved as presented.

Aye: (4) Oscar Cesar Rios Jr., Jon-Michael Rodriguez, Sergio Millan and Jennifer Nishimoto

Nay: (0)

Abstentions: (0)

E. Approval of the Minutes – Chair, Oscar Cesar Rios Jr.

On **MOTION** of Jon-Michael Rodriguez , **SECONDED** by Sergio Millan, and **CARRIED** by a vote of 4 (YES) and 0 (NO), the Minutes (Item I.E.) was approved as presented.

Aye: (4) Oscar Cesar Rios Jr., Jon-Michael Rodriguez, Sergio

Millan and Jennifer Nishimoto

Nay: (0)

Abstentions: (0)

II. **COMMUNICATIONS**

- A. **Presentations from the Public** – Chair, Oscar Cesar Rios Jr.
There were no presentations from the public.

B. **Financial Report**

Jon-Michael Rodriguez, Treasurer of Rally in the Valley Robotics Challenge & S.T.E.A.M. Expo, reported.

C. **President's Report**

Oscar Cesar Rios Jr., President of Rally in the Valley Robotics Challenge & S.T.E.A.M. Expo, reported.

III. **CONSENT AGENDA ITEMS**

There were no consent items.

IV. **ITEMS SCHEDULED FOR ACTION**

A. **Recommended to approve Board Meeting Date Change.**

On **MOTION** of Segio Millan, **SECONDED** by Jon-Michael Rodriguez, and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to Board Meeting Date Change. (Item IV.A.) was approved as presented.

The board meeting date was changed due to the Los Angeles Unified School District being closed until January 10, 2024.

Aye: (4) Oscar Cesar Rios Jr., Jon-Michael Rodriguez, Sergio Millan and Jennifer Nishimoto

Nay: (0)

Abstentions: (0)

B. **Recommended to approve the Creation of Committees.**

On **MOTION** of Jon-Michael Rodriguez, **SECONDED** by Sergio Millan, and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to the creation of committees (Item IV.B.) was approved. Committees will be formed as needed.

The committees that will be created are:

1. **Event Planning:** Responsible for organizing logistics, scheduling, and managing event details.
2. **Sponsorship and Funding Committee:** Tasked with securing sponsorships and fundraising opportunities to support the competition.
3. **Judging Committee & Volunteer Coordinations Committee:** Manages the section of judges and ensures fair and transparent evaluation of participants'

performances. Focuses on recruiting, training and managing volunteers during the event.

4. **Marketing and Public Relations Committee:** Handles promotions, media outreach, and social media strategies to increase awareness and participation.
5. **Technical Committee:** Oversees the technical aspects of the competition, ensuring that the robotics challenges are engaging and align with the competitions' goals.
6. **Finance and Budgeting Committee:** Manages the financial aspects, including budget planning, expenses, and financial reporting.

Aye: (4) Oscar Cesar Rios Jr., Jon-Michael Rodriguez, Sergio Millan and Jennifer Nishimoto

Nay: (0)

Abstentions: (0)

C. **Event Mats for Scrimmage and Event at Fenton STEM/Leadership Academies**

On **MOTION** of Segio Millan, **SECONDED** by Jon-Michael Rodriguez, and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to purchase the mats for the scrimmage, main event and school. If the cost exceeds \$5,000, the board approves the purchase as long as the schools have paid for their entry fee and there is a positive balance in the bank account. Each school, if they pay for the \$495 entry fee will need the following mats: Color Run, Soccer Shootout, Collect Moon Rocks and sumo.

Aye: (4) Oscar Cesar Rios Jr., Jon-Michael Rodriguez, Sergio Millan and Jennifer Nishimoto

Nay: (0)

Abstentions: (0)

V. ITEMS SCHEDULED FOR INFORMATION

A. November 4, 2023 Orientation Update

The Rally in the Valley Robotics Challenge & S.T.E.A.M. Expo Orientation will be held at Encino Elementary Charter School from 9:00 a.m. until 12:00 p.m. **As of October 27, 2023 there will be a total of 10 schools attending:** Stanley Mosk STEAM School, Kester Gifted Magnet School, Fenton Academies, Sylmar Elementary School, Sylmar Leadership Academy, Pacoima Charter Elem School, Santa Monica Blvd Community Charter School, Telfair Ave. Elementary, Encino Elementary Charter School, Vaughn Next Century Learning Center. As of November 1, the number of schools has increased to 12 schools. We need to ask exactly which schools are participating, some of the participating schools are sending more than one coach but have conflicting school names.

B. November 4, 2023 Volunteer Training Update

Rally in the Valley Robotics Challenge and S.T.E.A.M. Expo will hold another volunteer training on January 20, 2024. This date will allow the members and schools to find more volunteers. Everyone will continue to look for volunteers and it will be mentioned at the orientation/training meeting this weekend, November 4th.

C. February 3, 2023 Scrimmage Update

There are a few key factors leading up to the scrimmage: **1. Volunteer Training Session:** A second training session for volunteers has been scheduled for January 20, 2023. This session will focus on specific event-related tasks and responsibilities. **2. Volunteers Rules:** Prior to the event, we will be holding a mandatory meeting to review the rules and guidelines for all volunteers. It is crucial that everyone is well versed in the protocols to ensure the smooth execution of the event. This training is for volunteers that are recruited after January 20, 2024. **3. Contacting the Director of Fenton STEM/Leadership Academies:** A designated representative will be contacting the Director to discuss and finalize the dates and times we can utilize the facilities for the vent. Please provide any relevant information at the next meeting. Mr. Rios will follow up with Jennifer Miller. **4. Mats Order:** Mats will be ordered before winter break and will be delivered once we return from winter break unless all schools pay before the deadline. ** The Scrimmage will be run exactly like the main event minus the trophies. Teams will be given their times and ranking.

D. CSUN Collaboration and Partnership

We look forward to discussing this collaboration further and exploring ways to create a lasting and positive impact on the educational landscape. Mr. Millan will reach out to CSUN to set up a meeting to discuss our partnership.

There are three key items Mr. Millan will be discussing with CSUN. 1. Mats 2. Funding for robots for new schools, grants for those schools in need, or schools purchasing new robots. 3. 3D Printing for future events.

Mr. Rodriguez will also look into 3D printing for future events and creating pieces that can be velcroed onto mats.

These were informational items only and no action was taken.

VI. ANNOUNCEMENTS

The orientation will begin at 9:00. The Rally in the Valley Team will be at Encino Charter at 8:00 to set up. The orientation and training will all take place in the auditorium. We will transition from an informational meeting to a training meeting at 10:00.

Light refreshments will be provided: coffee, donuts, granola bars and water.

VII. ADJOURNMENT

The meeting was adjourned at 7:39 p.m.

Respectfully submitted:

Jennifer Nishimoto
Secretary of the Board