UASRA 2022-2023: General Assembly Agenda **Nov 15th** (7pm-9pm)

Zoom ID: 8729 461 3340
Password: 90066
https://us02web.zoom.us/j/87294613340?pwd=RTQzWGx6NXBINVhSOGZtREFWSXhtdz09

Meeting minutes:
https://drive.google.com/drive/folders/1kckFrr8_pigaophfuj2pMYDxfaxRBI0I?usp=drive_link

Agenda Topics	**Facilitator**	**Planned Time**
•		
1. Welcome: Address resident concerns in PRB. PRB Form link is on FB and whatsapp https://docs.google.com/forms/d/e/1FAIpQLSceD5nU2ve_ymJX1PVFD-e9zSDNCeIuKV-2lhiuDZHA9SH8vw/viewform?usp=sf_link UV space survey form https://docs.google.com/forms/d/e/1FAIpQLScc6waq6Pxii3dBkhRFxBIg_PF4RXj1IeN-2FQbiW5nCb7VOQ/viewform?usp=sharing	President	5 min
2. Updates on current issues (PRB report)	President	10 min
3. ARA Report	ARAs	5 min
4. UCPD report	UCPD	5 min
5. UAS Management Report	Housing/management/IT	5 min
6. Open to public Comment	President	25 min
Management, ACs and UCPD excused		
5 minute break		5 min
7. Updates for officers: • PI. Fill feedback formhttps://docs.google.com/forms/d/e/1FAIpQLSdkfmruH3_JzGr5hxdkIvwt28uELKG0L3i2aLRczvCcQCnb-g/viewform?usp=sharing • GC needs help in team prep in single housing • General events will also be held at single housings, more detail by Maryam • no cross access so gatekeeping needed in general event	President	10 min

8. Basic need drive update and plans	Secretary	1 min
9. Update ● All unit rep will get to collaborate with Reslife ARA for larger event plans ● All unit rep can reachVP+ event coordinator to access items from event garage,	, Vice president	10 min
10. Update	Treasurer	5 min
11. Update and plans	Green Coordinator	5 min
12. Update and plans	Garden supervisor	5 min
13. Update on classes	CC coordinator	5 min
14. Update and announcements	Website editor	5 min
15. - Update on table and seating from ResLife ● Simpang Asia food order https://www.simpangasia.com/_files/ugd/0d08a2_cb5d072eb5d44b028533c109d081270c.pdf ● Rose general event	Event coordinator	15 min
16. ResLife update/announcements	ResLife Advisor	5 min

GA Meeting minutes 15th November, 2023 (7-9pm)

- PRB Form on FB and Whatsapp groups, to bring concerns to campus partners: https://docs.google.com/forms/d/e/1FAIpQLSceD5nU2ve_ymJX1PVFD-e9zSDNCeIuKV-2lhiuDZHA9SH8vw/viewform?usp=sf_link
- Another form for discussion of proper usage of space for extra gardens, gyms etc, inputs needed from residents. UV space survey form https://docs.google.com/forms/d/e/1FAIpQLScc6waq6Pxii3dBkhRFxBlg_PF4RXj1leN-2FQbiW5nCb7VOQ/viewform?usp=sharing
- Discussion ongoing for storage space in single resident housing.
- Garden fencing project is ongoing. Areas are getting reviewed and inspected. Fence procurement and funding on the way.
- Gym Space: In discussion, indoor or outdoor space. Physical fitness space requirement is being discussed.
- Creative garden space at Venice Barry still under discussion, this discussion is at very early stage.

    - Package safety: Extra space in laundry space will be created, camera monitoring will happen; To avoid laundry rooms being kept open trash cans will be weighted so that they are difficult to move, ventilation issue also being discussed.
    - New Wifi is working well, information from IT.
- ARA Report:
    - Brittany Pannell: Noise complaints are coming up. Important to understand the families living around us and be compassionate to everyone.
    - Welcome events by ARAs in the past provided a way to bring residents together.
- UCPD:
    - UCPD is short staffed so Brittany will be giving the update. There have been some car breakins or petty thefts.
    - Recommendations from UCPD: Remember to lock the cars, keep your belongings safe, keep safety measures in place. Provide a constant reminder to the community.
- Maintenance & Security
    - Jesse: No updates except things already talked in agenda.
    - AP: There are trees in some of KMC plots. Master gardeners shortage in KMC. Difficult to get rid of trees. Master gardeners will do a count of number of trees in KMC gardens. Would it be possible to remove them at once?
    - Jesse: Trees can be removed on request. Furthermore, community should report any water intrusion in apartments immediately while it's raining.
- IT
    - Flyers in common areas about common wifi.
    - Issues with services? Contact Spectrum on number at postcard. Escalate to STC if issue is not resolved in 2 days. Remember the ticket number.
    - Some IoT devices cannot work with cable modems. Contact Spectrum and STC if some devices doesn't work. New hardware is causing the backlash with old generation of IoT devices.
    - Layout for Wifi system for Rose Apts is still under discussion.
- Admin
    - Leslie: Office sends notices about annual termite inspection and maintenance.
    - Notices will be sent to residents about exterior and interior assessment.
    - Some residents have reported illegal parking. Office has talked to UCPD, notice will be sent to residents about updating the vehicle information. Vehicles will be ticketed based on whether they are registered or not after Thanksgiving.
    - Pest Control: Completed form required for doing the service. It is done on Fridays. Don't hesitate to call the office about the request.
- When people send any service request, when following up they need to check if someone already is attending to that.
- Campus partners/Officers excused.

- Suggestions and issues within the team asked by the President.

- Green Coord has built a team in single housing. Team is small but please spread the information about the free food team and invite more volunteers. General event in single housing is on the way.
- Volunteers can help with opening the doors for people from cross UAS units. Access can't be given for people from outside the complex.
- AP: Car pool among officers would be a great idea for bringing them for volunteers to single housing.
- Community event for Rose: Garden area in Rose is not big for community event, however we are trying to find more space for conducting events like empty apartment space. These things are in discussion.
- Reslife and UASRA meeting possibility? Is it happening?
    - Brittany: Valuable to have a space for discussion between Reslife and UASRA. Looking at options for checking in together. Will be great to get unit reps and ARAs together.
- Secretary's section.
- Tiara: Let them know that there's limit on number of items that can be stored at the housing office. Separate email can be sent to the volunteers about shipping to the address.
- Important to make people understand about buying the items offline.
- We can line up with people to shop the things together with volunteers, and set up the days in future.
- VP: Looking for unit rep for Sawtelle A. We have contact information for all ARAs.
    - Unit reps can plan events with ARAs based on need, if less on budget or doing a combined event.
    - Event garage: Can contact event coordinator and Kunal (Vice President) since he lives nearby. Better contact Kunal if things are needed from the garage.
    - Laminator is also available in the event garage for flyer lamination.
    - AP: Item list, is there a new list for the unit reps?
    - Yuting: Important to update the items list from time to time and putting in meeting minutes.
    - Kunal: Bruin Resource Meeting went well. Discussed about having a meetup of unit reps and ARA officers.
    - Bruin resource meeting people were interested in attending the UASRA events. Will inform all the services in UAS South.
    - A time can be set for an event by Bruin Resource Center.
- Unit Rep Updates
    - Shivam & Qin
    - Conducted team games and races involving physical activity.
    - Pool Noodles and hula hoops were used.
    - Food/snacks provided and goodie bags were given to winners.
    - Website has been updated with the event.
    - An inventory of items from the event has been added to the office.

    - Urfa: Bubble Mania, 18th not a great date for the event because of Thanksgiving.

- Dec 3rd not a great date for the event. Can be conducted on Dec 2.
- CC is important for Bubble Mania.
- Brittany: Global Holiday Event for all UASRA residents on Dec 10. 11-1pm at Mar Vista.
- Different time slot can be used for Bubble Mania.

Leyla:
- 2nd event planned for Spring time.
- Will help with buying stuff online for the basic needs drive.

Qin:
- No update

Fadhila:
- Friendsgiving event at Venice Barry this Sunday.
- Planning got delayed and event will be held in January or February.
- Kunal: Important to conduct two events, one event by December and another event between January and June.
- Maryam: Planned General event on Jan 24 in Venice Barry. Please don't plan on conducting event on that date.

- Treasurer:
  Update given by AP. Next disbursement between Dec 15 and 25th. Reimbursement form should be filled with all the details.

- Garden:
  Update given by AP. Nitika informed the tally of people not agreeing on the agreement. A total of 65 people didn't sign the agreement. Reslife will help with confirming with the residents if they don't want the garden plots.

- Green Coordinator:
  For KMC, free food program is running since one month. Runs on Saturday night. Volunteers are contributing timely in the run.
  For Rose & Venice Barry, Mondays is good when they have excess of food.
  If anyone wants to promote any event, Romantic can help with it and promote it on Remind app.
  Free Food Flyer, volunteer recruitment has been added on the flyer. Occasionally the flyer is sent on apps.
  Gift cards have been sent for July to Sept.
  Drivers will also be reimbursed soon.
  Wagons are required for single grad housing, need to buy some for them.

- CCC:
  - Things are going well.

    - ESL classes will be started from Jan 8.
    - Please plan events ahead of time, booking CC room is required way ahead of time.
- Website Editor:
    - Updated all the general events on the calendar.
    - End of ESL class will be updated soon.
    - Basic needs event and KMC event was put on the website.
    - PRB meeting mins are in the GA meeting minutes.
- Event Coordinator:
    - Email to residents, sent to Tiara and Brittany.
    - We need tables for the event where people can eat and play board games.
    - Tiara: Still trying to track down folding tables. Storage space will be a great space to keep the tables. Suggestion for UASRA to purchase folding tables. Smaller folding tables will be helpful. We can ask if the maintenance vehicles can be used for transport.
    - Whatever number of tables we get, could be used for any other events.
    - Shivam: Availability of parking for the residents from other housing to attend the event, can we ask the housing which parking spaces are empty?
    - Street space is the only possibility.
    - Brittany: Folks have access minimally to the main office. However, parking space is still very limited. And there's almost zero space in single grad housing.
    - Shivam: How can we expect the people to show up if there's no space to park? Unit reps should have more budget to conduct event instead.
    - Brittany: Parking can be deterrent. However, the steps to introduce the events in single grad housing are great.
    - Discussion ended to follow the agenda timely.
    - Food will be ordered from Simpang Asia, order details will be sent on email.
    - Paper plates and bowls are available in the event garage.
    - Food order requires 48 h notice and need to be placed in person.
- Update from ResLife
    - Full committee planning is happening.
    - Park is being booked.
    - Photo booths and other cultural things will be set up.

PRB Meeting Minutes Nov 15, 2023 (5:45pm - 6:45pm)

AP: Sticking to PRB meeting on 3rd Wednesdays

- Maintenance: Not asked for quote for garden fences
- Jesse: Vendor had concerns about fences running into the building, no entry way will be left. Manager will walk again with the vendor, price will be confirmed.
- AP: Can fencing be just outside the building? Is there some way to secure the space? Other gardens don't have fence against the wall.
- Jesse: Vendor will check again, quote will be sent soon.

- Parking for stroller. Need multiple spaces for strollers. Difficult for new mothers to carry the stroller upstairs. Are there any other possible spaces to park strollers? Or any other suggestions? Open areas for parking strollers are a risk.
    - Erika: Bicycle area as an option. Cameras are already available near the bike racks. Adding sections near the bike racks could be an option.
    - Shelving units in laundry rooms. Lockers are heavily under utilized in the laundry areas. Space can be altered by removing the lockers and using it for strollers.
    - Inform the housing if someone else is using a resident's locker.
    - Jesse: Option to lock stroller to the bike rack is an available option. U Shape bike racks are a viable option for locking strollers along.
- Enclosed space for indoor gym and recreational activities like an apartment. Playground will not need to be secured.
    - AP: Is it possible to have one?
    - Jesse: Giving up rented space is a difficult ask. Need to be check with housing authorities. Nobody on this phone call can answer this question.
    - Assuming it was Fall quarter, who can we decide to not live in the space anymore so that the space for the gym could be made.
    - AP: Is there any surveyable space which can be used for putting outdoor equipment?
    - BP: It is always worth asking, we are limited with space and always repurposing and rethinking to meet needs on the table. Unit reps and board members can scope out some areas for such options. Bringing out possibilities and assessing the space would be an important step.
    - Tiara Davidson: Document how to make use of space and what is done. The needs of the residents also change. It is important for the equipment to be movable so that things could be removed in need.
- Extra garden plots in UV. Resident survey is being conducted.

    - AP: Information will be brought in PRB about the possibilities of space for garden.
- Hanging garden structure for gardening around the pool area in Venice Barry. Is it a possibility?
    - Jesse: Safety issues. Fire code approval might be hard, but we can look at it.
- Storage space for sitting items? Tiara: Still working on it.
- Rose Apt, no space to conduct events. Is there any possibility to use apartments not in use for events?
    - Tiara: Can be put into the conversation.
- Better system for avoiding package thefts.
    - Sergio Vargas: Packages in laundry rooms. Lockers already in the laundry rooms are causing the issues with space. Should we use it for package space or for stroller space?
    - Storage used for laundry items will be looked upon. And based on the utilization, the space will be reclaimed. No lockers will be made for the packages. Rest of the space might be used for strollers.
    - Can we get the trash bins screwed to the grounds? Residents use the bins to keep the laundry rooms open.
    - Erika: Laundry rooms don't have cameras. They can be installed at the entry way.
    - Better ventilation, screwing down the trash bins and cameras at the entry way is important.
    - Jesse: Trash can can't be bolted permanently. But it can be made hard to move.
    - Additional ventilation might be needed to avoid condensation and problems of laundry rooms kept open.
    - Sergio Vargas: To install more cameras, board can reach out to him.
- Jesse: We are looking with Wash if laundry rooms can have larger machines. Under assessment.
- Carpet Cleaning: Getting in house for carpet cleaning service, is it back?
    - Erika: We have ordered new equipment, due to renovation, securing pieces and taking equipment up and down the storeys is difficult right now.
    - We are not yet ready with all the equipment, some of it is not functional and is being fixed.
- Spotted internet reported by resident in Sepulveda, is there any other update to be sent to residents about IT?
    - David Wang: Everything is working well right now. We are monitoring the common areas. Flyers have been posted in the common areas to connect to the common wifi. Reasonable speed can be achieved with Wifi in common areas however it may struggle based on high usage. For internet issues, Spectrum should be contacted first. STC can be told if the issue is not resolved within 2 days.
    - Not all IoT devices can be connected or work with the cable modem.

- AP: More emails to single housing residents about the events, we have informed our officers to create events in advance.