

**Elections Committee Meeting Minutes of February 25<sup>th</sup>, 2021**

- I. CALL TO ORDER at **12:00 PM**
- II. ROLL CALL  
**Present:** Abhay Bilapatte, Mary Katreeb, Julia Nkansah, Miriam Okekenta, Erik Pinlac, James Carroll, Angelica Gurrola, Marguerite Hinrichs  
  
**Late:** Kenneth Lefin
- III. ACTION ITEM – **Approval of the agenda**  
**Move** to approve the agenda by **M. Katreeb**, second by **J. Nkansah**.  
**E. Pinlac** states that A. Bilapatte will need to do a roll call vote or take consent. If anyone opposes, they can say something, but if not, the motion carries.  
Motion **CARRIES**.
- IV. ACTION ITEM – **Approval of minutes February 18<sup>th</sup>, 2021**  
**Move** to approve the minutes from February 18<sup>th</sup>, 2021 by **M. Katreeb**, second by **J. Nkansah**.
- V. PUBLIC COMMENT – **Public Comment is intended as a time for any member of the Public to address the committee on any issue’s affection ASI and/or the California State University, East Bay.**  
No public comment.
- VI. UNFINISHED ITEMS  
No unfinished items.
- VII. NEW BUSINESS ITEM  
A. DISCUSSION ITEM – **Elections Marketing updates**  
The ASI elections committee will discuss the marketing updates and will also discuss on how to evaluate candidate’s questionnaire for the videos.  
**A. Bilapatte** states that K. Lefin is not present because he is trying to connect to the meeting.  
**E. Pinlac** states that someone else can provide the update or move to table. When K. Lefin does come back, it can be taken from the table.



**B. DISCUSSION ITEM – Review of the Task List**

The ASI elections committee will be reviewing the committee task lists and will discuss various tasks related to different teams in the committee.

**A. Bilapatte** states that the tasks that were scheduled for this week were related to having the agenda prepared and the approval of the meeting minutes, which is completed. E. Pinlac, J. Nkansah, and I will try to meet sometime soon to determine the future timeline. Does anyone have any questions regarding the Task List? **M. Hinrichs** states that she can speak on the Elections marketing updates because K. Lefin is having connection issues. I believe that a flyer was created and we are waiting for the candidates to submit their videos so that they can be posted on the BaySync platform and YouTube. We will be sending all student emails out to encourage students to vote.

**15:30**

**C. DISCUSSION ITEM - Candidacy Application**

The ASI elections committee will be discussing the ASI Elections candidacy applications.

**A. Bilapatte** states that the committee can review the number of applications received. **J. Carroll** states that based on the email, all candidates have been verified and reviewed. There were some people that did not attend a candidate session and were emailed multiple times. We did have people drop out and I sent the most updated candidate list. We will be sending out the list and a copy of the candidate PowerPoint. Campaigning can begin this Saturday at 8:00 a.m. and I will send a reminder email to the candidates. For K. Lefin, now that we have the final candidates, a few people have emailed pictures and videos. We will make sure that those are added to the shared drive along with the candidate biographies and pictures. The candidates will receive all of the information today. We want to confirm that we can post the candidate list on our social media. Candidates cannot campaign until Saturday, but the list can be released since it is finalized. If marketing would like to attach the information from the email, it can go out. **K. Lefin** states that he will do that today. **A. Bilapatte** states that there was a question in the chat, but it has been answered by J. Carroll.

**18:26**

**D. DISCUSSION ITEM - Elections Timeline**

The ASI elections committee will be discussing and reviewing the Elections timeline.

**A. Bilapatte** states that the committee is moving according to plan. Does anyone have any questions about the timeline and how the committee will go about it?

**19:06**



VIII. ROUNDTABLE REMARKS

**A. Bilapatte** asks K. Lefin if he has any updates. M. Hinrichs already provided us with updates regarding marketing.

**K. Lefin** states that he was emailing J. Carroll regarding the Elections logo. I showed everyone one version during the candidate meeting and everyone liked it. I wanted to make one little change on it. I have been emailing Russell Kelly-Gordon to have the ASI presents logo on the top left, but he has not responded yet. The last part is the logo and that should be it for marketing.

**A. Bilapatte** asks when the logo will be finalized.

**K. Lefin** states that Russel Kelly-Gordon was emailing him this morning and hopefully it will be finalized by the end of the day.

**E. Pinlac** states that he has been working with the vendor for poling and the details are being finalized. I have a meeting with him on Friday and it is difficult to communicate because the company is in Australia. We are meeting with them to make sure that the ballot can be tested before election time. As of now, we tested the single sign on and it works. We need to set the ballot on the back end. It has been tedious to work on and we are doing the best we can. They assured me that we will get it done before the election.

IX. ADJOURNMENT at **12:23 PM**

Minutes reviewed by:

**Committee Chair**

Name: Abhay Bilapatte

Abhay Bilapatte (Mar 4, 2021 14:48 PST)

Minutes approved on:

**3-4-2021**

Date:

510.885.4843



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Final Audit Report

2021-03-04

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