

**TTU/TTHSC LATINO/HISPANIC FACULTY and STAFF ASSOCIATION**  
**Executive Committee Meeting Minutes**  
**June 11, 2010**

Meeting was called to order at 12:15 p.m. by President, Minerva Alaniz. Executive Committee members present included: President, Minerva Alaniz, President-Elect, Rosa Gallegos, and incoming board members Jerry Perez (President-Elect), Elma Moreno (Secretary), and Daniel Sanchez (Historian).

The purpose of the meeting was to overlap the old Executive Committee with the new Executive Committee and to make sure that any and all information is passed to the incoming officers per bylaws.

**Business:**

1. *Camera* – need to buy second one. Rosa has one that was bought by the association about a year ago. Daniel will use his own office camera and will donate the prints to the association
2. *Events Committee* – Jerry and his committee will begin working on a proposed list of events and anticipated budgets so the membership can approve and a proposal can be submitted in August. Rosa and Minerva will compile a list of what was done last year and will include the costs for the events. Daniel will also provide a list of events held during his tenure as president of the association. Although the events were not evaluated, good comments were received. The committee will review events from the last four years. Come up with new ideas. Ask the membership. Call them on the phone.
3. *Membership* - Need to increase membership participation and then acknowledge members by sending out Letters of Commendation to LHFSA members and their departments thanking them for volunteering. Need to formalize the process and procedures of how this will get done.
4. *Executive Committee Meetings* - The Executive Committee will meet the third Thursday of every month. The summer meeting schedule is July 15<sup>th</sup> (unless possible conflict with Elma) and August 19<sup>th</sup>. Jerry will take food to July 15<sup>th</sup> meeting.
5. *Association Membership Meetings* – The monthly meeting will resume in September, however, Executive Committee members will send dates available to Rosa so that a set day of each month can be set. Jerry proposed allowing members who are not able to attend to attend via Dim Dim webinar. It is a free program which Jerry will coordinate and set up for the first general membership meeting.
6. *Treasurer* – LHFSA does not have an incoming treasurer. Jerry will try to recruit Jodi McMurry to be a member since she has expressed interest. Rosa expressed that we'd have to hold off on electing a treasurer until they attend several meetings and she feels comfortable due to the extent of the knowledge necessary to handle the Tech account.

7. *Strategic Planning Session* – We need to formulate a strategic plan which we can incorporate during our July meeting. However, we would need to allocate 2-3 hours to complete the planning session.
8. *Fund Raising Committee* - Jerry discussed the need to form a fundraising committee and has a few suggestions. This will be discussed during the planning session.

Rosa made a motion to adjourn the meeting and Daniel seconded. Meeting adjourned at 1:16 p.m.

Respectfully submitted,

Elma Moreno  
Incoming Secretary