Executive Board Meeting Minutes

Date: November 16, 2023

I. Call to order
   a. Meeting called to order at 12:30

II. Roll Call

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alexander Sutton</td>
<td>Student Body President</td>
<td>Present</td>
</tr>
<tr>
<td>Santana Way</td>
<td>Student Body Vice President</td>
<td>Present</td>
</tr>
<tr>
<td>Iara Raggio</td>
<td>Comptroller</td>
<td>Absent</td>
</tr>
<tr>
<td>Mariana Machado</td>
<td>Executive Administrator</td>
<td>Absent</td>
</tr>
<tr>
<td>Grace McCullough</td>
<td>Governor of the Biscayne Bay Campus</td>
<td>Absent</td>
</tr>
<tr>
<td>Kaily Lachapelle</td>
<td>Senate President</td>
<td>Present</td>
</tr>
<tr>
<td>Tiara Campbell</td>
<td>Senate President Pro-Tempore</td>
<td>Absent</td>
</tr>
<tr>
<td>Karina Hernandez</td>
<td>Senate Floor Leader</td>
<td>Absent</td>
</tr>
<tr>
<td>Anna Meredith</td>
<td>Chief of Staff</td>
<td>Present</td>
</tr>
<tr>
<td>Mia Rodriguez</td>
<td>Chief Justice</td>
<td>Absent</td>
</tr>
</tbody>
</table>

a. Quorum was not established
III. Reports
   a. Student Body President
      i. Model USAID happening now
      ii. Green Expo went well
      iii. Soccer game tonight
   b. Student Body Vice President
      i. Finalized Retreat Run of Show
      ii. Recharge for Finals is finalized (The Office)
      iii. Will be asking for volunteers from SGA
      iv. Trying to organize another Barbershop talk with OSJI for Black History Month
   c. Comptroller
   d. Executive Administrator
   e. Governor of the Biscayne Bay Campus
   f. Senate President
      i. Need the E-Board to step up with planning and organization
      ii. Meet Your Dean tonight
      iii. Trying to fill vacancies
      iv. 2 Senate meetings left for Fall
      v. Need Floor Leader to file writs of censure
      vi. Finish writing down info on Instrumently
   g. Senate President Pro-Tempore
   h. Senate Floor Leader
      i. Chief of Staff
      j. Chief Justice

IV. Old Business
V. New Business
VI. Advisor Reports
   a. Michelle Castro
      i. Office Hours and E-Board meeting time
      ii. Spring Week of Welcome
      iii. Composites next Monday November 20
b. Larissa James
   i. Meet before Spring for a planning session
   ii. Election Info Session Nov. 30

VII. Meeting Adjournment
    a. The meeting was adjourned at 1:46pm