I. Call to Order at 5:30:02 PM PST by Naeem-Turner-Bandele  
Date: October 7th, 2018

II. Roll Call:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Present</th>
<th>Late</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Administrative Zone</td>
<td></td>
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<tr>
<td>Chairperson</td>
<td>Naeem Turner-Bandele</td>
<td>X</td>
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<tr>
<td>Vice Chairperson</td>
<td>Nicolette Peerman</td>
<td>X</td>
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<tr>
<td>Secretary</td>
<td>Betelhem Tarekegn</td>
<td>X</td>
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<tr>
<td>Treasurer</td>
<td>Uche Agwu</td>
<td>X</td>
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<tr>
<td>Membership Chairperson</td>
<td>Janaye Matthews</td>
<td>X</td>
<td></td>
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<tr>
<td>Programs Chairperson</td>
<td>Iman Yusuf</td>
<td>X</td>
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<tr>
<td>Parliamentarian</td>
<td>Dennis Kibe</td>
<td>X</td>
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<tr>
<td>Professionals Executive Board Chair</td>
<td>Mikala Windham</td>
<td>X</td>
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<tr>
<td>RAB Chairperson</td>
<td>Dr. Kimberly Cross</td>
<td>X</td>
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<tr>
<td>Public Relations Chairperson</td>
<td>Samias Tsegay</td>
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<td>X</td>
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<tr>
<td>Telecommunications Chairperson</td>
<td>Myles Williams</td>
<td></td>
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<td>X</td>
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<tr>
<td>Finance Chairperson</td>
<td>Tolu Familoni</td>
<td>X</td>
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<tr>
<td>Fall Regional Conference Chairperson</td>
<td>Cameron Marsh</td>
<td>X</td>
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<td>Pre-College Initiative Chairperson</td>
<td>Abagaz Sherfa</td>
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<tr>
<td>TORCH Chairperson</td>
<td>Allura Jackson</td>
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<td>X</td>
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<tr>
<td>Regional Leadership Conference Chairperson</td>
<td>Yoel Tekle</td>
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<tr>
<td>Academic Excellence Chairperson</td>
<td>Feven Debela</td>
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<tr>
<td>Southern California Zone Chairperson</td>
<td>Jeray Terell</td>
<td>X</td>
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<tr>
<td>Northern California Zone Chairperson</td>
<td>Aitanna Parker</td>
<td>X</td>
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<tr>
<td>Northwest Zone Chairperson</td>
<td>Nathnael (Natty) Solomon</td>
<td>X</td>
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<tr>
<td>Southwest Zone Chairperson</td>
<td>Genesha Gourdine</td>
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<td>X</td>
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<tr>
<td>Rocky Mountain Zone Chairperson</td>
<td>Zacchaeus Oni</td>
<td>X</td>
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<tr>
<td>International Zone Chairperson</td>
<td>Paulo Jaime</td>
<td>X</td>
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</table>

Additional Attendees

| Michael Alston Jr. | X |

III. Zone Progress Towards the Dream (Zone Updates):

- Admin Zone:
  - Chairperson:
    - Attended emergency NEB meeting
Region VI Executive Board 2018-2019

Sunday, October 7th, 2018
Time: 5:30 PM PDT

Zoom Conference Call

- Worked on Long-Term RLC proposal
- Reviewed new NSBE website proposal
- Complete member Technical Development Program Proposal
  - Vice Chair:
    - Did check ins with PR, Secretary and Treasurer
    - Assisted Parliamentarian with Programs, Communications zone infractions
    - Worked on board members getting their Leadership Verification
    - Currently working on updating Smartsheets
  - Parliamentarian
    - Worked with Vice Chair on infractions
    - Weekly check in with membership chair
    - Will be attending Regional Parliamentarian call this afternoon
- Membership Zone:
  - Membership Chair:
    - Zone summit logistics
    - Ongoing communications/calls with NSBE Jr. advisors, and collegiate advisors
    - New regional call to introduce chapter dashboard
    - RLC location research
  - NorCal Chairperson:
    - Coordinating transportation to FRC
  - National Membership call
    - Darius insight on 2025 goal numbers
- Communication Zone:
  - Promotional videos edited by Telecomm chair and will be shared on FRC Newsletter #4
  - Have been active on social media: IG stories about speakers, conference details, etc.
  - Secretary has been able to delegate important tasks regarding FRC marketing effectively and the next few weeks should follow a set plan
  - All updated information on website (both regional website and FRC website)
- Finance Zone:
  - Treasurer:
    - Travel authorizations
    - REB nametags
    - FRC IOEs
    - Chapter Relief to be sent out
    - Meal Plans for FRC
  - Finance Chair:
    - Finalizing existing plans and requests from companies
    - Waiting to receive reports from WHQ
    - Still making more calls and reaching out to get more sponsors for FRC
  - FRC Chair:
    - Working on IOE due date
    - Reaching out to WHQ to determine tote bag and dell laptop issue
    - Developing meal plans for FRC
    - Working on finding a DJ.
    - Working on pushing out the agenda
- Programs Zone:
  - Programs Chair:
    - FRC IO
    - Working on Hackathon Sign-up sheet
    - NSBE Marketplace
  - AeX Chairperson:
Submitted a program proposal targeting academic excellence to implement at the chapter level
Sent updates on the state of both workshops and competitions via email
  - T.O.R.C.H. Chairperson:
    - Submitted a program proposal targeting community outreach to implement at the chapter level
    - Sent updates on the state of both workshops and competitions via email
  - PCI Chairperson:
    - Submitted a program proposal targeting pre-collegiate initiative and youth involvement to implement at the chapter level
    - Working on updating FRC Agenda with new edits (indicated below)
    - Transportation tour logistics
    - Sent updates on the state of all FRC related items via email — main points indicated below
  - RLC Chairperson:
    - Working on RLC 2019 agenda

  - Professionals Zone:
    - Professional presence for FRC
      - 21 registered for FRC based on the category they filled out
      - And this number is including board

IV. New Action Item System (SmartsSheets):
- There are specific view types and you can click on various tabs:
  - Board member
    - Assigned by and assigned to
    - Status
    - Objective
    - Progress
    - Zone/department, etc.
  - Progress:
    - Complete
    - Started,
    - Delayed, etc.
  - Zone:
    - There is categories of action items for zones as a whole as well
- Some action items have multiple sub-tasks
- Can only view sub-tasks
- Alerts:
  - You can select how you’d like to receive alerts for when an action item is changed/altered
- You will be filling out forms so the action items assigned to you can be updated based on your progress

V. Board Compliance:
- Infractions have been given out based on the action items tracked by zone chairs and such
  - New tracking sheet - Smartsheet will be used by Parliamentarian
- Three missed action items = An Infraction
- Three Infractions = Possible Termination
- Leadership Verification:
  - You will be alerted if you have not turned in anything (if something is missing) for the leadership verification
    - SCC will send you an email and a termination would follow, and board member would need to appeal
  - Make sure to submit all information requested so the regional board does not have to go through such a process
  - Deadline: October 8th, 2018
VI. Programs and Zone Summits

- Programs Zone will send out information regarding specific programs to membership
- Zone summit flyers to be shared out to membership
  - Secretary: communicate with membership zone

VII. Meeting Adjourned by Naeem Turner-Bandele at: 6:20PM

VIII. Action Items:

| Action Item #1 | Assigned to: Everyone who has not been verified to turn in requested information | Assigned by: Vice Chair | Required Action: Send Leadership Verification documents through the form before deadline | Deadline: TOMORROW, October 8th, 2018 |

| Action Item #2 | Assigned to: Secretary | Assigned by: Secretary | Required Action: Reach out to membership zone regarding Zone Summit marketing | Deadline: Monday, October 8th, 2018 |