ATTENDEES

Chair: Katie Olivo

Members: Norma Aguilar—Palni Bhatt
         Ally Gallant—Derrick Herrera
         Mary Anne Kremicki—Victoria Lara
         Samantha Lingao—Crystal Lara
         Karen Macauley—Tarek Morsy
         Kenia Neblina—Rashmi Praba
         Leo Reyes Pena—Melvin Ridley III
         Savanna Schuermann—Satish Sharma
         Amanda Wilson
         Mikhail Portnoy (for Mary Anne Kremicki)

Guests: Gina Núñez-Mchiri

The meeting was called to order at 11:06 A.M. by Katie Olivo, CFAC Chair.

Review and Approval of August 25, 2023 Meeting Minutes

Olivo asked if there were any questions or comments for last meeting’s minutes before the committee moved to approve. There were none. Palni Bhatt motioned to approve. Melvin Ridley III seconded the motion. Meeting minutes were approved unanimously.

Proposals
   None.

Action Items
   None.

Informational Items
   None.

New Business
   a. Review Charter Sub-Committee

Olivo shared background on how the committee left off the previous year, and their plan to create a sub-committee to create a charter for CFAC. This document will act as a reference for pertinent information such as membership, when meetings take place, how frequent meetings occur, purpose of committee, how the committee supports category IV fees etc. and asked for volunteers to be a part of the sub-committee.

Individuals who volunteered included Rashmi Praba, Melvin Ridley III, Palni Bhatt, & Samantha Lingao.

Public Comment
   None.
Olivo adjourned the meeting at 11:20 A.M.

**Reminder:** Next meeting is scheduled for Friday, September 22\textsuperscript{nd}, at 11:00 A.M. via Zoom.