

**STUDENT UNION BOARD OF DIRECTORS
Finance Committee Meeting Minutes
September 18, 2015 at 3:15pm in the Faculty & Staff Dining Room**

Members Present: Josee Larochelle, Rose Lee, LooLoo Amante, Kristin Kelly, Kim Hagens, Cathy Busalacchi
Members Absent: None
Guests: Amy Guerra-Smith

CALL TO ORDER

Josee Larochelle called the September 18, 2015 Student Union Board of Directors Finance Committee Meeting to order at 3:19pm in the Student Union West Faculty/Staff Dining Room.

ROLL CALL

Josee Larochelle asked Amy Guerra-Smith to do a visual roll call. Amy Guerra-Smith noted that she did a visual roll call.

APPROVAL OF AGENDA FOR SEPTEMBER 18, 2015

Josee Larochelle asked for any changes needed to the September 18, 2015 Finance Committee Meeting agenda. Cathy Busalacchi requested to add three information items; Sick Leave Policy, CSU Background Checks, and Medical Benefits for Employees who work less than 30 hours per week.

Josee Larochelle asked for a motion to approve the September 18, 2015 Finance Committee Meeting agenda with the requested changes.

LooLoo Amante moved to approve the September 18, 2015 Finance Committee Meeting agenda with the requested changes.

Rose Lee seconded the motion.

VOTE ON THE MOTION: Unanimous Motion Passed.

APPROVAL OF MAY 5, 2015 MEETING MINUTES

Josee Larochelle asked for any changes needed to the May 5, 2015 Finance Committee Meeting Minutes.

Josee Larochelle moved to approve the May 5, 2015 Finance Committee Meeting Minutes as presented.

LooLoo Amante seconded the motion.

VOTE ON THE MOTION: 2-0-1 Motion Passed.

INFORMATION ITEMS:

1. Discussion of Employer Medical Contributions for 2016 and CALPERS Resolutions

Cathy Busalacchi presented the Finance Committee with the Employer Medical Contributions for 2016 and the CALPERS Resolutions noting that the Employer Medical Premium Contributions for 2016 is approved by the Board annually. Ms. Busalacchi explained the employer and employee contributions. Cathy Busalacchi noted that the Student Union Employer Medical Premium Contributions are comparable to the State. Josee Larochelle asked what the financial impact is on the corporation? Ms. Kelly responded that the Student Union is anticipating that there may be a \$20,000 impact to the Student Union budget.

2. Sick Leave Policy

Cathy Busalacchi noted that the policy states that any employee who works 30 days or more in a year is given up to 24 hours of paid sick leave for the year. Cathy Busalacchi noted that a good portion of the Student Union work force is student employees who are paid through the state

Human Resources so the Student Union reimburses the state. Ms. Busalacchi noted that this policy will only affect our hourly intermittent employees, which are about 60 or so. Ms. Busalacchi also noted that there are questions about how to execute and track this new requirement and it is currently being discussed with staff.

3. Medical Benefits for Employees Working 30 Hours or Less Per Week

Cathy Busalacchi noted that there is new legislation that requires employers to offer medical benefits to employees who work an average of 30 hours per week. Ms. Busalacchi noted that she is having the Student Union legal review the policy and is scheduled to talk with the lawyer about it. Cathy Busalacchi also noted that there are several items that need clarification. Ms. Busalacchi commented that the financial impact of this to the Student Union is estimated at \$160,000.00 annually.

4. CSU Background Check

Cathy Busalacchi noted that the Chancellor's Office now mandates that campuses conduct background checks on all employees in positions that deal with sensitive information, handle money, who interact with minors, responsible for the care and safety of others, those who have access to hazardous materials and control data systems and security. Ms. Busalacchi noted that most of our employees fall into one of these categories.

Rose Lee inquired what exactly is included in the background check. Ms. Larochelle explained that prior to this mandate, the campus did background checks for staff positions only but now this is expanded to include not only staff but faculty positions as well as student positions. Ms. Busalacchi noted that she is currently working with the campus to figure out what the financial impact will be on the Student Union as well as if the Student Union will be included in the CSU contract. Ms. Larochelle noted that she remembered a conversation about the auxiliaries being included in the contract with the background agency.

ACTION ITEMS:

1. Approval of Finance Committee Chair and Vice-Chair

Josee Larochelle asked for nominations for the Finance Committee Chair and Vice-Chair for the Academic year 2015-16.

LooLoo Amante was nominated as chair. LooLoo Amante accepted the nomination.

Josee Larochelle was nominated as vice-chair. Josee Larochelle accepted the nomination.

Josee Larochelle asked for any objections to approve the recommendation of LooLoo Amante as Chair of the Finance Committee and herself as Vice-chair of the Finance Committee. **Seeing no objections, Josee Larochelle noted that the Finance Committee approved the recommendation of LooLoo Amante as Chair of the Finance Committee and herself as Vice-chair of the Finance Committee by unanimous consensus.**

2. Approval of 2016 Employer Medical Premium Contributions and CALPERS Resolutions

Josee Larochelle asked for a motion to approve the 2016 Employer Medical Premium Contributions and CALPERS Resolutions.

LooLoo Amante moved to approve the 2016 Employer Medical Premium Contributions and CALPERS Resolutions as presented.

Rose Lee seconded the motion.

VOTE ON THE MOTION: Unanimous Motion Passed.

Josee Larochelle asked for a motion to move the meeting to closed session.

Rose Lee moved to approve moving the meeting into closed session.

LooLoo Amante seconded the motion.

VOTE ON THE MOTION: Unanimous Motion Passed.

Josee Larochelle asked all non-voting attendees to exit the room as the meeting was now in closed session.

CLOSED SESSION INFORMATION ITEMS:

1. Box Office Financial Concern

Cathy Busalacchi reported that she updated the Finance Committee members on the Box Office Financial concerns.

Josee Larochelle asked for a motion to return the meeting to regular session.

Rose Lee moved to return the meeting to regular session.

LooLoo Amante seconded the motion.

VOTE ON THE MOTION: Unanimous Motion Passed.

Josee Larochelle noted that the meeting was now in regular session.

MEETING ADJOURNMENT

Josee Larochelle asked for any other business to conduct. Seeing no other business to conduct, Josee Larochelle noted that the Finance Committee Meeting was adjourned at 4:03pm by unanimous consensus.