

**Student Union, Inc. of SJSU Board of Directors
MEETING MINUTES**

For the Meeting of: May 10, 2016
4:00pm in the Student Union Meeting Room 6

Voting Members Present: Loo Loo Amante, Michael Daniels, Sonja Daniels, Inderpal Kaur, Rose Lee, Laura Sullivan-Green, Emily Wughalter, Denice Serna, Sameer Saran

Voting Members Absent: Christian Timbol, Josee Larochelle

Guests Present: Terry Gregory, Amy Guerra-Smith, Kim Hagens, Kristin Kelly, Jared Garcia

CALL TO ORDER

Michael Daniels chaired the May 10, 2016 Student Union Board of Directors Meeting in the absence of the chair. Michael Daniels called the May 10, 2016 Student Union Board of Directors Meeting to order at 4:03pm in the Student Union Meeting Room 6.

ROLL CALL

Michael Daniels asked Amy Guerra-Smith to do a visual roll call. Amy Guerra-Smith noted that she completed a visual roll call.

APPROVAL OF MEETING AGENDA FOR MAY 10, 2016

Michael Daniels asked for any changes needed to the May 10, 2016 Student Union Board of Directors Meeting Agenda.

Michael Daniels asked for any objections to approving the May 10, 2016 Student Union Meeting Agenda as presented. Seeing no objections, Michael Daniels noted that the **May 10, 2016 Student Union Board of Directors Meeting Agenda was approved as presented by unanimous consensus.**

APPROVAL OF FEBRUARY 23, 2016 MEETING MINUTES

Michael Daniels asked for any changes needed to the February 23, 2016 Student Union Board of Directors Meeting Minutes. Michael Daniels asked for any objections to approving the February 23, 2016 Student Union Meeting Minutes as presented. Seeing no objections, Michael Daniels noted that **the February 23, 2016 Student Union Board of Directors Meeting Minutes was approved as presented by unanimous consensus.**

PUBLIC FORUM

No one was present for public forum.

EXECUTIVE DIRECTOR'S REPORT

Cathy Busalacchi reported to the Board Members a few highlights from the Executive Director's Report that was distributed at the meeting. Ms. Busalacchi noted that the Event Center A/V Tech crew continues to support many events across campus including the various graduations. Ms. Busalacchi also noted that the Student Union Ballroom is very busy noting the three pages listing events in the Ballroom. Ms. Busalacchi commented that the building is being used as intended. Cathy Busalacchi also commented to the Board Members that the marketing items displayed throughout the room are examples of work done by the Student Union Graphics department's student employees.

B. Audit Committee

1. Engagement Letter for FY 2015-16 Financial Audit

Michael Daniels informed the Board Members that the Audit Committee approved the Engagement Letter they were presented for the FY 2015-16 Financial Audit.

2. Review of Change in the Audit Committee Charter

ACTION ITEM: Approval of Change in the Audit Committee Charter

Michael Daniels informed the Board that the Audit Committee recommends approving the change to the membership of the Audit Committee to read one (1) student member and one (1) voting member constitute a quorum in order to conduct business more efficiently.

Rose Lee moved to approve the Change in the Audit Committee Charter as presented.

Emily Wughalter seconded the motion.

VOTE ON THE MOTION: 8-0-0 MOTION PASSED.

C. Personnel Committee

1. Review of Amendments to SUSJSU403B Plan

ACTION ITEM: Approval of Amendments to SUSJSU403B Plan

Inderpal Kaur informed the Board that the Personnel Committee met and were presented and reviewed the requested amendments to the SUSJSU 403B Plan. Ms. Kaur noted that the main amendment is requested due to the Student Union subsuming the Associated Students Campus Recreation staff. Ms. Wughalter asked if this is a one-time change. Ms. Busalacchi noted that this is a one-time change and not reoccurring.

Laura-Sullivan Green moved to approve the Amendments to SUSJSU 403B Plan as presented.

Sameer Saran seconded the motion.

VOTE ON THE MOTION: 8-0-0 MOTION PASSED.

2. Introductions of Student-at-Large Appointments

ACTION ITEM: Approval of Student-at-Large Appointments

Inderpal Kaur noted that the Personnel Committee would like to introduce Jared Garcia, a prospective Student-at-Large candidate. Ms. Kaur asked Mr. Garcia to give a brief introduction of himself. Mr. Garcia introduced himself and explained why he would like to be on the Student Union Board of Directors.

Loo Loo Amante arrived.

Loo Loo Amante moved to approve Jared Garcia as a Student-at-Large representative for the 2016-2017 Academic Year.

Laura Sullivan-Green seconded the motion.

VOTE ON THE MOTION: 9-0-0 MOTION PASSED.

Michael Daniels asked for any other business to discuss. Seeing no other business to discuss, Michael Daniels asked for any objections to move the meeting to closed session. Seeing no objections, **Michael Daniels noted that the meeting was is Closed Session by unanimous consensus.**

CLOSED SESSION ACTION ITEMS

Review and Approval of the Executive Director's Annual Performance Review (Closed Session)

Mr. Daniels reported that the Board Members were presented with the Executive Director's Annual Performance Review. Mr. Daniels noted that the Board Members discussed the review.

Mr. Daniels reported that LooLoo Amante moved to approve the Executive Director's Annual Performance Evaluation as presented.

Mr. Sameer Saran seconded the motion.

VOTE ON THE MOTION:

9-0-0

MOTION PASSED.

Michael Daniels asked for any other business to discuss. Seeing no other business to discuss, Michael Daniels asked for a motion to move back to regular session. Seeing no objections, **Michael Daniels noted that the meeting was in regular session by unanimous consensus.**

MEETING ADJOURNMENT

Michael Daniels asked for any other business to discuss. Seeing no other business, Michael Daniels asked for any objections to adjourn the May 10, 2016 Student Union Board of Directors Meeting. Seeing no objections, Mr. Daniels noted that **the May 10, 2016 Student Union Board of Directors Meeting adjourned at 4:58pm by unanimous consensus.**