

**STUDENT UNION, INC. BOARD OF DIRECTORS  
MEETING MINUTES**

**FOR THE MEETING OF:** Annual Meeting of October 17, 2017  
4:00pm in the Student Union Meeting Room 5

**Voting Members Present:** Denice Serna, Rose Lee, Sonja Daniels, Charlie Faas, Ellen Middaugh, Joseph Sandoval-Rios, Emily Wughalter, Marco Alvarado, Ariadna Manzo, and Michelle Acosta-by telephone conference

**Voting Members Absent:** Sameer Saran

**Non-Voting Members Present:** Cathy Busalacchi

**Guests Present:** Amy Guerra-Smith, Kim Hagens, Cedric Woolfork

---

**I. CALL TO ORDER**

Denice Serna called the called the **OCTOBER 17, 2016 ANNUAL STUDENT UNION BOARD OF DIRECTORS MEETING to order at 4:05pm** in the Student Union Meeting Room 5.

**II. ROLL CALL**

Denice Serna asked Amy Guerra-Smith to do a visual roll call. Amy Guerra-Smith noted that she **completed a visual roll call.**

**III. APPROVAL OF MEETING AGENDA FOR OCTOBER 17, 2017**

Denice Serna asked for any changes needed to the **OCTOBER 17, 2017 ANNUAL BOARD OF DIRECTORS MEETING AGENDA.** Seeing no changes needed, Denice Serna asked for any objections to approve the October 17, 2017 Annual Board of Directors Meeting Agenda as presented. See no objections, Denice Serna noted that the **October 17, 2017 Annual Board of Directors Meeting Agenda was approved as presented by unanimous consensus.**

**IV. APPROVAL OF SEPTEMBER 19, 2017 BOARD MEETING MINUTES**

Denice Serna asked for any changes needed to the **SEPTEMBER 19, 2017 MEETING MINUTES.** Seeing no changes, Denice Serna asked for any objections to approve the September 19, 2017 Meeting Minutes as presented. See no objections, Denice Serna noted that the **September 19, 2017 Meeting Minutes were approved as presented by unanimous consensus.**

**V. PUBLIC FORUM**

No one present for public forum.

**VI. EXECUTIVE DIRECTOR'S REPORT**

Cathy Busalacchi gave the Board members several highlights including this Thursday is the Recreation Center Topping Out Ceremony from 11-1 at the Event center. There will be free entertainment, food, and t shirts. Also, if you arrive between 11am and 11:30am you can sign the last beam before the construction crew lifts it up to place it on the structure. Ms. Busalacchi noted that the project is still on target for completion in Spring 2019.

Cathy Busalacchi noted that the Student Union continues to meet with FD&O regarding the Recreation Center construction which is helping to ensure this project construction is much more smooth. Bowling Center construction continues. The Student Union reviewed the furniture recommendation from the architects and found that the furniture recommended is an odd configuration for the space and have recommended new furniture for a better lay out.

South Campus Track and Field Project track location, going to meet our needs, will it fit. The Student Union met with FD&O to discuss the future renovation of the Sport Club and to discuss the scope of the project.

Cathy Busalacchi noted that she met with the Student Union managers regarding the Student Success 2025 Initiatives will affect them as the managers. The Student Union will require the students participating in this program to sign an agreement.

Ms. Busalacchi indicated that she included a few pictures from the Spartan Fest concert which had 4,100 attendees.

Cathy Busalacchi commented that the Event Center Audio/Visual team did a full in-house production for the Fire on the Fountain event on the Tower lawn.

Ms. Busalacchi also noted that at the end is the Club Sports report and encouraged the board members to read it to find out about all of the Club Sport team games, tournaments, and standings.

## **VII. AGENDA ITEMS:**

### **A. Presentation of Annual Report for FY 2016-17**

Cathy Busalacchi presented the Board Members with the 2016-2017 Student Union, Inc. Annual Report. Ms. Busalacchi noted that the report is created by our student graphic artists from the graphics department. Ms. Busalacchi noted the highlights of student employees from each Student Union department.

### **B. Distribution of Final Bound Audited Financials**

Cathy Busalacchi presented the Board Members with the bound Audited Financials report for Fiscal Year End 2017. Ms. Busalacchi noted that there were no changes made from the draft copy that was presented to the Board and approved at the September 19, 2017 meeting.

### **C. 2018 Employer Medical Premium Contributions**

Cathy Busalacchi explained to the Board members that the Employer Medical Contributions for 2018 are approved by the Board annually. Cathy Busalacchi noted that the Student Union Employer Medical Premium Contributions are comparable to the State rates however the rates for auxiliaries are a bit higher. Ms. Busalacchi noted that since the rates for 2018 did not increase the Student Union is not making a recommendation to the Board to increase the Employer Medical Contributions.

### **D. Facilities Project Updates**

Cathy Busalacchi noted that she gave a report on this during the Executive Director's report earlier.

### **E. Current Authorized Signers on Corporate Bank Accounts**

Ms. Busalacchi noted that the Student Union, Inc. has three authorized signers on the corporate bank accounts. The three signers are herself, Cedric Woolfork and Terry Gregory.

### **F. Co-Signers on the Executive Director's Expenses**

Cathy Busalacchi informed the Board Members that there are three authorized co-signers for the Executive Director's expenses. Those co-signers are the Vice President for Student Affairs or their designee, the Chair of the Board or the Chair of the Finance Committee.

**VIII. MEETING ADJOURMENT**

Denice Serna asked for any other business to discuss. Seeing no other business to discuss, Denice Serna noted that the **October 17, 2017 Board of Directors meeting was adjourned at 4:54pm by unanimous consensus.**