

STUDENT UNION BOARD OF DIRECTORS

MEETING MINUTES

For the meeting of: **December 4, 2018**
4:20 pm in the SU Meeting Room 5

Voting Members Present: Marco Alvarado, Sonja Daniels, Ariadna Manzo, Joseph Sandoval-Rios, Emily Wughalter, Katrina Festejo, Antonio Bustamante, Jeanne Trang

Voting Members Absent: Charlie Faas, Rose Lee, Ellen Middaugh

Non-Voting Members Present: Cathy Busalacchi

Guests in Attendance: Zachary Birrer, Amy Guerra-Smith, Cedric Woolfork, Terry Gregory, Kim Hagens

- I. **CALL TO ORDER**
Joseph Sandoval-Rios called the December 4, 2018 Student Union Board of Directors meeting to order at 4:24pm in the Student Union Meeting Room 5.
- II. **ROLL CALL**
Joseph Sandoval-Rios 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 DECEMBER 4, 2018**
Joseph Sandoval-Rios asked for any changes needed to the December 4, 2018 Student Union Board of Directors Meeting Agenda. Cathy Busalacchi requested to remove the closed session item titled, "Personnel Item" and noted that this item will be discussed in January. Joseph Sandoval-Rios asked for any objections to approving the December 4, 2018 Student Union Board of Directors Meeting Agenda with the requested changes. Seeing no objections, Mr. Sandoval-Rios noted that the **December 4, 2018 Student Union Board of Directors Meeting Agenda was approved with the requested changes by unanimous consensus**.
- IV. **APPROVAL OF OCTOBER 23, 2018 BOARD MEETING MINUTES**
Joseph Sandoval-Rios asked for any changes needed to the October 23, 2018 Student Union Board of Directors Meeting Minutes. Seeing no changes needed, Joseph Sandoval-Rios asked for any objections to approving the October 23, 2018 Student Union Board of Directors Meeting Minutes as presented. Seeing no objections, Mr. Sandoval-Rios noted that the **October 23, 2018 Student Union Board of Directors Meeting Minutes was approved as presented by unanimous consensus**.
- V. **PUBLIC FORUM**
No one was present for public forum.
- VI. **EXECUTIVE DIRECTOR'S REPORT**
Cathy Busalacchi gave the Board Members highlights on the various construction projects. Ms. Busalacchi noted that the Spartan Recreation and Aquatics Center project is progressing. Ms. Busalacchi invited the Board members to do a walk-through of the facility. Ms. Busalacchi noted that the Student Union is currently working to finalize details for security and keying, lighting and pool equipment. Ms.

Busalacchi also noted that the Student Union staff is meeting with University Police Department to ensure appropriate emergency action plans are in place.

Ms. Busalacchi noted that there are no updates for the SRAC Annex (current Sport Club space).

Cathy Busalacchi noted that the Student Union all-staff training in January will be focused on crisis management within the Student Union facilities.

Ms. Busalacchi noted that the Lane 15 Bowling Center opening is now pushed out until spring 2019 due to the complications of obtaining the appropriate approvals and permits.

Ms. Busalacchi noted that the Track and Field project team reviewed new proposals for the south campus parking structure and field space for Club Sports, Intramurals, and Kinesiology.

VII. AGENDA ITEMS

A. Presentation of 1st Quarter Financials

Ms. Busalacchi presented the first quarter financials to the Board members and noted that it is difficult to predict where the corporation will be using the first quarter financials however Ms. Busalacchi noted that the budget is on target with income at 23% and expenses at 24%.

B. Student Union Reserves

Cathy Busalacchi presented the Board members with a proposed draft of the reserves policy based on the types of reserves the Student Union should have according to the CSU Trustees. Ms. Busalacchi noted that the draft includes the purpose of the reserves, a policy statement about the reserves, definitions of what the reserves are, and identifies how each of these reserves should be used. Ms. Busalacchi noted that the reserves need to conform to the specifications of the bond requirements as well as the CSU Trustees requirements. Cathy Busalacchi is suggesting that this Board create and approve a Student Union reserve policy. Ms. Busalacchi noted that the Student Union will work with the Finance Committee to draft a policy for the Board to approve by the close of the 2018-2019 fiscal year.

C. Approval of Approval of Participation in the CSU AROMA Benefit Program

Ms. Busalacchi informed the Board members that the Student Union has an opportunity to enter into a different dental and vision plans provided by Alliant Insurance. Ms. Busalacchi noted that these plans will save the corporation money as well as provide better insurance for the employees. Cathy Busalacchi noted that in order to enter into the plan, the Board will need to take action on the participation in the CSU AROMA Benefit Program. Joseph Sandoval-Rios asked for a motion to approve the participation in the CSU AROMA Benefit program.

Emily Wughalter moved to approve the Student Union's participation in the CSU AROMA Benefit program as presented.

Marco Alvarado seconded the motion.

VOTE ON THE MOTION:

8-0-0

MOTION PASSED.

D. Update on Spartan Recreation & Aquatics Center

This item was presented during the Executive Director's Report.

E. Update on Renovations of the Sport Club

This item was presented during the Executive Director's Report.

F. Update on Bowling Center Lane 15 Project

This item was presented during the Executive Director's Report.

G. Update on Track & Field Project

This item was presented during the Executive Director's Report.

VIII. CLOSED SESSION ITEMS

A. *Personnel Item (Closed Session)*

This item was removed from the agenda.

IX. MEETING ADJOURNMENT

Joseph Sandoval-Rios asked for any other business to discuss. Seeing no other business to discuss, Mr. Sandoval-Rios asked for any objections to adjourn the December 4, 2018 Student Union Board of Directors meeting at 4:56pm. Seeing no objections, Mr. Sandoval-Rios noted that the **December 4, 2018 Student Union Board of Directors meeting was adjourned by unanimous consensus.**