



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

Meeting Minutes

October 26, 2021

4:00 PM

This is a hybrid meeting.

In-person: Student Union Inc. Building, Conference Room 6

Telecommute meeting by Zoom Video Conference.

This meeting was facilitated in person and through an online Zoom format.

Voting Members Present:	Isaiah Andrews, Kathryn Blackmer Reyes, Hoon Cho, Charlie Faas, Anoop Kaur, Peter Lee, Joshua Reyes, Aarushi Sharma
Voting Members Absent:	Dr. Sonja G. Daniels, Soumya Trivedi
Non-Voting Member Present:	James Figueroa, SUBOD Trainee, Tamsen Burke
Guests Present:	Patrick Day

DocuSigned by:

Tamsen Burke
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I. CALL TO ORDER

Director Andrews called the meeting to order at 4:00 p.m.

II. ROLL CALL

Director Andrews asked Kelly Goldsmith to take the roll. Kelly Goldsmith completed a verbal roll call.

III. APPROVAL OF OCTOBER 26, 2021

Director Andrews asked for a motion to approve the agenda.

Tamsen Burke requested the Board of Directors add Closed Session to the agenda for an item related to personnel and finance and to remove Action Item X.B which is directly related to Closed Session.

Director Andrews asked for a motion to approve the agenda with the recommended changes requested by Ms. Burke.

Director Cho motioned to approve the agenda with the recommended changes; Director Reyes seconded the motion.

Vote on the Motion: 8-0-0 Motion Passed

Soumya Trivedi joined the meeting at 4:04 p.m.

IV. APPROVAL OF SEPTEMBER 14, 2021 REGULAR MEETING MINUTES

Director Andrews asked for any changes to the September 14, 2021 regular meeting minutes. No changes requested.

Director Blackmer Reyes motioned to approve the meeting minutes as presented; Director Cho seconded the motion.

Vote on the Motion: 9-0-0 Motion Passed

V. APPROVAL OF OCTOBER 5, 2021 SPECIAL BOARD MEETING MINUTES

Director Andrews asked for any changes to the October 5, 2021 Special Board meeting minutes. No changes requested.

Director Lee motioned to approve the meeting minutes as presented; Director Blackmer Reyes seconded the motion.

Vote on the Motion: 9-0-0 Motion Passed

VI. PUBLIC FORUM

No public comment.

Dr. Sonja Daniels joined the meeting at 4:18 p.m.

VII. EXECUTIVE DIRECTOR'S REPORT

Tamsen Burke explained that Executive Leadership and staff have engaged in discussions on the business model through an evaluation process called Stop, Start, Continue. She briefly discussed the process which included staff prioritizing areas of change.

Ms. Burke commended all of our programmers for doing an outstanding job and thanked Matt Lee, Juane Pruitt, Arianna Martinez, Amy Guerra-Smith, Winston Adams, and Kristine Kirkendall for their hard work. In addition, we are continuing to use a virtual platform to provide students that are remote learning an opportunity to participate. She also commended Timothy Banks for taking the lead with the

employee vaccine verification requirement. She briefly discussed the CalPERS benefit open enrollment and that CalPERS changed a couple of their plans. There would be no changes in Student Union contributions for those plans. She introduced two temporary HR employees, Dipa Mondal, HR Manager, and Linh Nguyen, Payroll Specialist. She thanked Kelly Goldsmith and Dave Alves for their extra commitment and time with the transition of HR.

Ms. Burke discussed the work being done with Facilities, Development, and Operations and Traci Ferdolage's team in regards to the transition of the Event Center. Included in the transfer of knowledge were the (1) EC Bldg Systems - HVAC Equipment, Plumbing Systems, Fire Alarm Systems, Event Operations, Systems, and TicketMaster for large events, including Basketball Operation/GameManagement. The first basketball game is scheduled for November 27. As part of the transition, she recognized that we do not have operations staff for the Event Center. Information was shared about basketball as part of the transfer of knowledge approach and training. Student Union AV Services will continue to support basketball as a part of the transition of AV game management to Athletics.

VIII. COMMITTEE REPORTS

A. Audit Committee (Anoop Kaur)

Director Kaur had no report.

B. Facilities & Programs Committee (Aarushi Sharma)

Director Sharma reported that the in-person Homecoming week was very successful. Due to continued COVID restrictions, there will not be the annual Spartanfest concert this fall. The Committee received updates regarding the South Campus Recreation Field which will serve as an intramural recreation field for students. The Board is looking for recommendations on how to provide Title IX information to students and empower them to start conversations. A new eatery is being planned for next year called 'Halal Shack' which will be in the 'Steak N' Shake' location.

C. Finance Committee (Hoon Cho)

Director Cho reported that the Committee discussed the 2021-2022 budget and that no changes have been made. The 2021-2022 budget was approved by the Board in May 2021 prior to the University taking over the Event Center. He acknowledged that some of the leases and ATM rentals do not match the current revenue of the proposal.

D. Personnel Committee (Joshua Reyes)

Director Reyes reported that the Committee discussed the Student Union Bylaws and the possibility of adding more student board of director positions. The Board requested that the Executive Director do a comparable analysis of other CSU auxiliaries regarding their student to faculty ratios. The Executive Director will also be looking into another request by the Board to possibly provide the student board of directors with a stipend. Traci Ferdolage, Associate VP, FD & O, was approved by the Committee as a designee on the Facilities and Program Committee for Director Faas. Director Reyes requested a Google calendar be created of Student Union events and activities that can be shared with the board of directors.

The Board of Directors recessed into Closed Session at 4:28 p.m.

The Board of Directors reconvened Regular Session at 5:00 p.m.

IX. DISCUSSION

A. Selection of the Audit Committee Chair for AY 2021-2022

The Board discussed that the Audit Committee Chair can not also sit on the Finance Committee. Director Kaur nominated herself.

B. Consolidated Appropriations Act: 403B Contributions- Full-time Staff Student Loan Payment

Item was removed from the agenda when the Board approved the agenda.

C. Revised UBS Corporate Resolution Adding- SU Associate Executive Director

Ms. Burke explained that Timothy Banks, Associate Executive Director, and Isaiah Andrews, Board of Directors Chair will be added and Jerry Darrell, Director of Facilities and IT was removed. This is an annual routine item that is revised when there is a change in the Board of Director Chair.

D. Update on Current and New Authorized Signers on Corporate Bank Accounts

Ms. Burke explained that Jerry Darrell will be removed and Timothy Banks will be added.

E. Update Student Union Board of Directors Chair on the Executive Director's Expenses

Ms. Burke explained that the previous Board of Director Chair will be removed and Isaiah Andrews will be added.

F. Review of the 2020-2021 Student Union Annual Report

Ms. Burke explained that the final report web link was emailed to the Board.

G. Approve Annual FY 2020-2021 Audit Report

Ms. Burke met with Ninh Pham-Hi and he is making a recommendation to RSM to amend the final audit report. Significant deficiency was not presented on the final report when it was reviewed and approved by the Audit Committee and the Board of Directors. The information was added after the Board approved the report. Mr. Pham-Hi sent a letter of concern to RSM in regards to inconsistency related to the practice of GASB 84 and it's interpretation. The deficiency for recording revenue has been recognized across other auxiliary organizations but the other auxiliaries did not receive a significant deficiency. A request was submitted for an amendment to that and we are currently waiting for a response from RSM.

X. ACTION ITEMS

A. Approval of the Audit Committee Chair for AY 2021-2022

Director Andrews asked for a motion to approve the nomination of Director Kaur as the Audit Committee Chair.

Director Faas motioned to approve the nomination of Director Kaur as Chair: Director Cho seconded the motion.

Vote on the Motion: 9-0-1 Motion Passed
Yes: Director Andrews, Director Blackmer Reyes, Director Cho, Director Daniels, Director Faas, Director Lee, Director Reyes, Director Sharma, Director Trivedi
Abstain: Director Kaur

B. Approve the Consolidated Appropriations Act: 403B Contributions- Full-time Staff Student Loan Payment

Item was removed from the agenda when the Board approved the agenda.

C. Approve Revised UBS Corporate Resolutions - Adding the SU Associate Executive Director

Director Andrews asked for a motion.

Director Faas motioned to approve the revised UBS Corporate Resolutions; Director Lee seconded the motion.

Vote on the Motion: 10-0-0 Motion Passed

D. Approve Current and New Authorized Signers on Corporate Bank Accounts

Director Andrews asked for a motion.

Director Kaur motioned to approve current and new authorized signers on corporate bank accounts; Director Blackmer Reyes seconded the motion.

Vote on the Motion: 10-0-0 Motion Passed

E. Approve Student Union Board of Directors Chair on the Executive Director's Expenses

Director Andrews asked for a motion.

Director Faas motioned to approve the Student Union Board of Directors Chair on the Executive Director's expenses; Director Reyes seconded the motion.

Vote on the Motion: 9-0-1 Motion Passed
Yes: Director Blackmer Reyes, Director Cho, Director Daniels, Director Faas, Director Kaur, Director Lee, Director Reyes, Director Sharma, Director Trivedi
Abstain: Director Andrews

F. Approve the 2020-2021 Student Union Annual Report

Director Andrews asked for a motion.

Director Blackmer Reyes motioned to approve the 2020-2021 Student Union Annual Report; Director Cho seconded the motion.

Vote on the Motion: 10-0-0 Motion Passed

G. Approve Annual FY 2020-2021 Audit Report

Director Andrews asked for a motion to table this item.

Director Kaur motioned to table this item; Director Reyes seconded the motion.

Vote on the Motion: 10-0-0 Motion Passed

XI. MEETING ADJOURNMENT

Director Andrews asked for a motion to adjourn the meeting.

**Director Reyes motioned to adjourn the meeting; Director Faas seconded the motion.
Vote on the Motion: 10-0-0 Motion Passed**

Meeting adjourned at 5:16 p.m.