



STUDENT UNION, INC. BOARD OF DIRECTORS

Special Meeting Minutes

May 18, 2023

9:30 AM- 10:00 AM

This is a hybrid meeting.

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

Telecommute meeting by Zoom Video Conference.

This meeting is being facilitated in-person and through an online Zoom format.

Voting Members Present: Sara Bonakdar (BOD Designee), Dr. Sonja G. Daniels, James Figueroa, Peter Lee, Logan Meline, Jeet Parekh, Krishna Sai Mangalarapu, Aarushi Sharma

Voting Members Absent: Kathryn Blackmer Reyes, Andrea Cabrera-Sanchez, Nina Chuang, Rishabh Pandey

Updated Attendance: Nina Chuang updated to present at 9:37 AM
Kathryn Blackmer Reyes updated to present at 9:38 AM
Andrea Cabrera-Sanchez updated to present at 9:38 AM
Sara Bonakdar left the meeting at 10:05 AM

Non-Voting Member Present: Tamsen Burke

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Tamsen Burke
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I. CALL TO ORDER

Director Meline called the meeting to order at 9:33 a.m.

II. ROLL CALL

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

III. APPROVAL OF MAY 18, 2023 SPECIAL MEETING AGENDA

Director Meline asked for any changes to the agenda.

Director Meline asked for a motion to approve the agenda as presented.

Director Sai Mangalarapu motioned to approve the agenda; Ms. Bonakdar seconded the motion.

Vote on the Motion:

8-0-0

Motion Passed

IV. DISCUSSION/ACTION ITEMS

A. Approve Student Union Board of Directors Education Support Expense Policy

The Executive Director reviewed Article VIII, Conflict of Interest, of the Student Union Bylaws and reminded the Board's of their fiduciary responsibilities. There was an acknowledgement from each board member that they understood Article VIII, Conflict of Interest, and their fiduciary responsibilities.

The purpose of this policy is to establish standard procedures for educational support expenses to ensure that all requirements involving board member education expense reimbursements have been addressed and that board members have established guidelines applicable to policies and procedures on behalf of the Student Union, Inc.

The board reviewed the policy and discussed the eligibility, qualifying expenses, and effective date. This is taxable and reportable so a 1099 will be issued to the student board members who receive the reimbursement. If an item is needed for a specific class and it's not listed in the syllabus, the student would need to request a letter from the professor as proof that it's needed.

The board will continue discussions in the fall on a full policy to determine how unexcused absence will affect the reimbursement amount and other details including the eligibility of the A.S. President who is an Ex-Officio Director per the bylaws.

Director Chuang motioned for the policy to be effective July 1, 2023; Director Daniels seconded.

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

Director Meline asked for a motion to approve the Student Union Board of Directors Education Support Expense Policy.

Director Chuang motioned to approve the Student Union Board of Directors Education Support Expense Policy; Director Cabrera-Sanchez seconded.

Vote on the Motion: 9-0-1 Motion Passed

Abstain: Director Daniels

V. MEETING ADJOURNMENT

Director Meline asked if there were any objections to adjourning the meeting. Hearing no objections, the meeting was adjourned at 10:17 a.m.