

California State University, Dominguez Hills
Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)
Board of Directors Meeting Minutes ♦ Friday, October 2, 2015

1. Call to Order and Attendance

The meeting was called to order at 10:10 AM by Chair, Erin Hardimon.

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Erin Hardimon	Barbara Gomez	John Pharris	
Kristina Chandler	Tamala Lewis	Jaime Leal	
Edwin Avelar	Dr. William Franklin	Arnecia Bryant	
Janette Solano		Giselle Atallah	
Adriana Gamino			
Lily Yang			
Dr. Stephan Rice			
Richard Chester			
Jordan Sylvestre			
Cecilia Ortiz			
Robert Fenning			
Sam Mori			
Patricia Ann Wells			

2. Approval of Agenda

Mr. Sylvestre moved to approve the agenda for October 2, 2015; Vice Chair Chandler seconded the motion. The motion passed unanimously.

Motion passed. 8-0-0

3. Approval of Minutes

Mr. Sylvestre moved to approve the minutes for September 4, 2015 Board of Directors (BOD) meeting; Ms. Solano seconded the motion. The motion passed unanimously.

Motion passed. 8-0-0

4. Chair's Report

Chair Hardimon welcomed a new member to the Board, Sam Mori Director, Facilities Planning & Construction Management. Chair Hardimon reported that she will be attending the ACUI Region I conference on October 15th-17th along with Vice Chair Chandler, Ms. Solano, Ms. Yang, Ms. Gamino, and Mr. Sylvestre. Chair Hardimon is honored, excited and grateful for the opportunity to attend and present a Branding Workshop at the conference. Chair Hardimon plans to share methods and tips on how to build your club or personal brand using social media.

VP of Administration and Finance, Robert Fenning arrived at 10:14 AM.

5. Director's Report

Director Ortiz reported that the LSU has completed the annual financial audit and will be entering the CSU Auxiliary Compliance Audit which is conducted every three (3) years. The Board can expect to receive a report of the annual financial audit from Vasin, Heyn & Company at the next Board meeting.

The TV Lounge/KDHR and meditation space project will be awarded relatively soon in order to start construction. The LSU is still looking to complete construction in December and open the space in the spring semester. Once the project has been awarded a set schedule can be shared.

6. Finance Committee Report

The Finance Committee met on September 22, 2015. The committee reviewed the Hospitality Expense Policy which the committee has decided to recommend to the Board. The Hospitality Expense Policy has been brought to the Board for adoption.

7. Facility Use Committee Report

The Facility Use Committee met on September 22, 2015. The committee solidified their goals for the year and they are as follows:

- 1) The Student Union will foster full inclusion for a safe space of gender expression, and cultivate an environment that insights learning and community building by May 2016.
- 2) Users on facility use and services simultaneously conduct research of student needs and determine best use of facility allocations by May 2016.

The committee also received an update regarding the Pre-Function space and new furniture which has been ordered. In addition, vendors requested more time to submit their bids for the KDHR, meditation space and TV lounge. At this point all bids are submitted and a contract will be awarded soon.

To partake in important issuers related to facility use, Secretary Avelar greatly encouraged those present to attend the next Faculty Use Committee meeting on October 27, 2015 at 3:00 PM in LSU 113.

8. Open Forum

Mr. Fenning took this opportunity to announce exciting news for the campus to the Board. A feasibility study has been conducted for the science center and the results of that study in being brought to the CSU Board of Trustees. It was shared that Mr. Mori will be working on a request for quotation (RFQ) for design services of a science building. There is also news that a request was submitted to the Chancellor's Office, and President Hagan has held several communications to pilot a P3 project which will be a partnership with the public and private sector for a new housing junior/suite style complex. A feasibility study was conducted and the results show a need of 500 more beds in housing.

9. Team Builder Activity

Chair Hardimon lead a team builder exercise to gain more insight on each Board member. The Board shared what they love most or would like to change about the LSU.

10. New Business

a. Hospitality Expense Policy – Finance Committee

Ms. Solano moved to approve as adopted the Hospitality Expense Policy; Secretary Avelar seconded the motion.

Ms. Solano presented the Hospitality Expense Policy to the Board. The LSU has purchasing policies and other forms of policies but does not have a specific hospitality policy. The impetus for developing such a policy is to provide a guideline to what are allowable hospitality expenses. The policy is in alignment with ICSUAM policy number 1301.00; Mr. Fenning shared that it is a good policy to have because hospitality expenditures are frequently questioned during an audit. In case of a hospitality expense, there is a policy in place that can serve as a guide and show what appropriate expenditures are.

The motion passed unanimously.

Motion passed. 8-0-0

11. Announcements

The Board was encouraged to support Men's and Women's Soccer which will be playing on Friday, October 2nd and Sunday, October 4th.

ASI will be hosting the ASI California State Student Association Meeting on November 13-15, 2015. Representatives of all 23 CSU institutions will be on campus attending this meeting. It will be the first time CSUDH hosts the ASI California State Student Association Meeting since 2010.

12. Adjournment

The meeting was adjourned at 11:01 PM by Chair Hardimon.

Approval of minutes: *Edwin Avelar* or _____
Secretary, Edwin Avelar Chair, Erin Hardimon

Date of approval: *11/16/2015*