

California State University, Dominguez Hills
Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)
Board of Directors Meeting Minutes ♦ Friday, October 7, 2016

1. Call to Order and Attendance

The meeting was called to order at 10:06 a.m. by Chair, Edwin Avelar.

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Edwin Avelar	Evelyn Munoz	Giselle Atallah	
Marquel Reid	Dr. Stephen Rice	Arnecia Bryant	
Dinh Ly	Dr. Paz Oliverrez	Jaime Leal	
Adriana Gamino	Homaira Masoud	Olympia Woods	
Grace Iheke	Patricia Ann Wells		
Tamala Lewis			
Richard Chester			
Jordan Sylvestre			
Cecilia Ortiz			
Dr. David Braverman			

2. Approval of Agenda

Mr. Sylvestre moved to approve the agenda for October 7, 2016; Secretary Ly seconded the motion. The motion passed unanimously.

Motion passed. 7-0-0

3. Approval of Minutes

Ms. Lewis moved to approve the minutes for September 2, 2016 Board of Directors (BOD) meeting; Mr. Sylvestre seconded the motion. The motion passed unanimously.

Motion passed. 7-0-0

4. Chair's Report

Chair Avelar praised the committee chairs, on facilitating their first committee meetings and their dedication to bring-in more student voice.

5. Director's Report

Director Ortiz announced that a LSU delegation of seven persons will be attending the ACUI Region I Conference to be held from Friday, November 4, 2016 to Sunday, November 6, 2016 at the University of California Berkeley. The LSU delegation is comprised of Support Services Coordinator and Conference Education Session Coordinator Giselle Atallah, Graphic/Web Designer Olympia Woods, Student Building Manger Andrea Mendez, Game Room Attendant Karina Cruz, Student Maintenance Worker Jesus Gonzalez, BOD Vice Chair Marquel Reid, and ASI President Jordan Sylvestre.

The LSU will also be participating in the NACAS West Conference on November 10, 2016 to November 13, 2016 in Ontario, CA. Sending a group of seven comprised of: one professional staff member, three student staff members, and three volunteers. Director Ortiz will be attending the CSU 101 conference, an in depth conference on the CSU history and funding. The conference will be helpful with content related to fiscal planning and reporting. There was recently an AOA SU/AS/Rec Committee in San Diego, CA. The committee held discussion on a CSU executive order related to background checks for student assistants and the possibility in changing it.

Director Ortiz has reached out to Health Service in order to discuss opportunities for programmatic collaboration. The LSU will be hiring a consultant group to review minimum wage, Director Ortiz will work with both Finance and Personnel Committees as there will be implications for both committees to review. Lastly, there was an employee injury during the LSU Bubble Soccer event. The employee is fine and the LSU is looking into ways in making the event a safer activity.

6. Facility Use Committee Report

The Facility Use Committee met on September 19, 2016. The committee discussed the prior year's goals, to either keep, change or revise them. The committee is currently revising and adding new goals, such as, increasing student members in the committee. Dialogue was held on space allocation, whether the LSU should make available tenant space for a recreation and wellness center or a revenue-generating operation. Ideas were through on the table but did not solidify; the conversation will continue at the next committee meeting. Vice President of Student Affairs Dr. William Franklin was in attendance and spoke to Affinity spaces within the student union. The committee wanted a more formalized proposal and decided to invite Dr. Franklin back. Lastly, the committee voted two students onto the committee Estephanie Garcia and Jacqueline Resendiz Morales. The next Facility Use Committee meeting is October 17, 2016 at 3:00 p.m. in LSU meeting room 323.

7. Finance Committee Report

The Finance Committee met on September 22, 2016. Topics of focus included salary for employees, benefits for employees, long-term financial planning, and recruitment for committee members. There is student interest in the finance committee, Vice Chair Reid will be contacting them in the upcoming weeks.

8. Personnel Committee Report

The Personnel Committee met on September 27, 2016 and discussed the following items: CalPERS Annuitant Rate Resolution, Staff Compensation Equity Review, Director Evaluation Review Process, Director Title Change Request, and committee goals. The committee will continue to discuss these topics and has no recommendations at this time. The next committee meeting will be held on October 25, 2016.

9. Open Forum

No one from the gallery addressed the Board.

10. New Business

a. 2015-2016 Audit Report

This item was postponed until Auditor Rolland Vasin from Vasin Heyn & Company arrived for the time-certain at 10:30 a.m.

b. Board of Directors Training

This item was postponed until Auditor Rolland Vasin from Vasin Heyn & Company arrived for the time-certain at 10:30 a.m.

c. CalPERS Annuitant Rate Resolution

Vice Chair Reid moved to adopt the "Resolution Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act". The motion was second by Ms. Lewis.

The Finance Committee presented a Resolution Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act. Assistant Director Jaime Leal informed that Board that the LSU has a resolution in place title Resolution Electing to be Subject to Public Employees' Medical and Hospital Care Act; this resolution has not been updated since 1994. It was recently brought to the LSU's attention and thus being brought to the Board.

The resolution filed in 1994 and the proposed resolution differs little; both resolutions address the employer's health benefit contribution for LSU benefited employees. The 1994 resolution has specific contribution rates which does not reflect the LSU's current contribution rate. The LSU has a practice of utilizing contributions calculated by CalPERS. The proposed resolution uses language from CalPERS which will put the LSU in compliance and resolves the need to update the resolution annually. Adopting the resolution will have no financial impact because the LSU's approved budget reflects contribution rates calculated by CalPERS.

ASI Representative Grace Iheke stepped out at 10:31 a.m.

The motion passed unanimously.

Motion passed. 6-0-0

a. 2015-2016 Audit Report

Rolland Vasin of Vasin Heyn & Company presented the 2015-2016 Audit Report. Mr. Vasin explained that the LSU is an auxiliary of the CSU audit system which is under the legal umbrella of the Chancellor's Office. The auditors at Vasin Heyn & Company used generally accepted account principles, maintaining compliance with every rule. Mr. Vasin stated that the LSU's total current assets have experienced little change, when comparing 2015-2016 to its prior year. In 2015-2016 the LSU experienced a significant increase in capital assets; this change is primarily due to renovations, acquisitions of equipment, and physical change to infrastructure. Accounts payable decreased, this is a reflection of a management decision of when to pay invoices.

ASI Representative Grace Iheke returned at 10:41 a.m.

ASI President Jordan Sylvestre stepped out at 10:49 a.m.

The amount of student fees released by the university in 2015-2016 was 2.4 million. Due to salaries and benefits, and facility projects, the LSU saw an increase in operating expenses.

ASI President Jordan Sylvestre returned at 10:54 a.m.

University President Designee Richard Chester stepped out at 10:54 a.m.

ASI Representative Grace Iheke stepped out at 11:15 a.m.

University President Designee Richard Chester returned at 11:16 a.m.

ASI Representative Grace Iheke returned at 11:22 a.m.

Ms. Lewis moved to accept the 2015-2016 Audit Report; the motion was second by Vice Chair Reid.

The motion passed unanimously.

Motion passed 7-0-0.

Community Representative Tamala Lewis stepped out at 11:23 a.m.

Vice Chair Marquel Reid leaves at 11:23 a.m.

Community Representative Tamala Lewis returned at 11:25 a.m.

b. Board of Directors Training

Mr. Vasin presented a Not-For-Profit Board Member Orientation. The training was designed to help individuals become effective board members. The presentation highlighted keys to success, internal control systems, the basics of risk plan, Board fiscal responsibility, and the different duties such as Duty of Care, Loyalty, Management, and Obedience.

University President Designee Richard Chester returned at 11:46 a.m.

d. BOD Webpage Presentation

Graphic/Web Designer Olympia Woods presented the changes to the Board of Directors webpage on the LSU site. Previously only the Board Chair was highlighted; the present webpage features all student Board members. This is in efforts to increase visibility. Ms. Woods sought feedback from the Board on what other content and images should be added. The Board recommended that a list of the different advisory committees and their respective purposes be added.

e. Which Hat Are You Wearing?

This item was tabled.

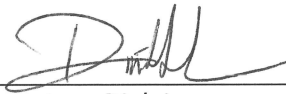
11. Announcements

No announcements were shared.

12. Adjournment

The meeting was adjourned at 11:57 a.m. by Chair Avelar.

Approval of minutes:


Secretary, Dinh Ly

or

Chair, Edwin Avelar

Date of approval:
