

**California State University, Dominguez Hills**  
**Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)**  
**Board of Directors Meeting Minutes ♦ Friday, April 8, 2022**

**1) Call to Order and Attendance**

Chairperson Angel Salvador, called the meeting to order at 10:05 a.m. The meeting was held via video conferencing and in person due to the COVID-19 pandemic.

<u><b>Present</b></u>	<u><b>Absent</b></u>	<u><b>Staff</b></u>	<u><b>Guests</b></u>
Angel Salvador	Adam Kasarda	Jaime Leal	Alejandro Herrera
Shayna Sanders	Tony Jake	Melissa Bancroft	
Christopher Hendrix		Israel Sandoval	
Obioha Ogbonna		Victor Gonzalez	
John Menary		Giselle Atallah	
Tamala Lewis		Damesha McKnight	
Jonathan Molina Mancio		John Stigar	
Zack Ritter		Jesse Anes	
Dr. Ruttanatip			
Chonwerawong (Dang)			
Cecilia Ortiz			
Roshni Thomas			
Matthew Smith			
Alex Lan-Powell			
Erick Garcia			
David Gamboa			

**2) Approval of Agenda**

Vice President, Student Affairs Dr. Dang Chonwerawog approved the agenda on April 8, 2022, and ASI President Jonathan Molina Mancio seconded the motion.

The motion passed.

***Motion passed. 6-0-0***

***ASI Representative Christopher Hendrix arrived at 10:10 a.m.***

**3) Approval of Minutes (March 4, 2022)**

ASI President Jonathan Molina Mancio moved to approve the minutes March 4, 2022, Board Meeting. Academic Representative Dr. John Menary seconded the motion.

The motion passed.

***Motion passed. 6-0-1***

***Community Representative Tamala Lewis arrived at 10:13 a.m.***

**4) Approval of Minutes (March 9, 2022)**

Vice Chairperson Shayna Sanders moved to approve the minutes March 9, 2022, Board Meeting. ASI Representative Obioha Ogbonna seconded the motion.

The motion passed.

***Motion passed. 7-0-1***

***Director Facilities Planning Roshni Thomas arrived at 10:15 a.m.***

**5) Chairperson's Report**

Chairperson Angel Salvador reported that he has maintained constant communication with the Personnel and Facility Use Committees and has occasional communication with the Vice Chairperson to inquire about the Finance Committee. Chairperson Salvador wrapped up his report by expressing his gratitude toward the BOD and Student Engagement Team for their work preparing the Toro Health and Wellness Center.

**6) Executive Director's Report**

Executive Director Cecilia Ortiz reported on the statistics regarding engagement in recent LSU programs and services, including Torotopia and Toro Hour. All Board members are encouraged and invited to attend the LSU Graduation Acknowledgement Event, which will take place on May 13, 2022. The BOD Recruitment campaign for the Student-at-Large position will take place from April 11-28, 2022.

In the area of facility operations, the Executive Director reported 258,969 total year-to-date visitors in the LSU Building. Peak use of the facility has stayed consistent with last month's Building Traffic report. The least used entry/exit in the facility is on the main level near Café Toro, and the most used point of entry/exit are the East Sliders on the main level. Regarding LSU projects, the Master Planning Contracts are out, and the process is currently being handled by the University's procurement contract office. The LSU will be connecting with the campus' Office of Sustainability to ensure that the planter boxes and drought-tolerant plants that the LSU selects for the North End Landscaping are in alignment with the sustainability practices of the campus. The North End preventative maintenance reroofing project will begin soon. Food Lockers will be introduced in the facility soon, and the Zero-Waste Conversion project is now completed.

A farewell was given to Services Manager Israel Sandoval who separated from the LSU, and a welcome was provided to new Building Maintenance Supervisor Jesse Anes. Executive Director Ortiz shared the campus partnerships that exist with the LSU, including Foundation and University partners. Executive Director Ortiz has established a partnership with the University's new School of Public Service and Social Justice (SPSJ), and she is currently in talks with the leadership of the SPSJ to potentially create partnerships for students to participate with the BOD. Lastly, Executive Director Ortiz reminded the Board to complete the BOD Survey that was sent out via email in order to collect input on BOD organizational goals.

*Alumni Representative Erick Garcia arrived at 10:20 a.m.*

**7) Facility Use Committee Report**

Chairperson Angel Salvador reported that the Personnel Committee provided updates with Café Toro, expansion of the patio, future LSU expansions, Sanitary Supply Law, and future use of the vacant space in the LSU. It was reported that Café Toro is still in the process of being finalized. Chairperson Angel Salvador mentioned that the committee discussed expansion of the patio, and how it is not in the best interest for the LSU to expand the patio due to little student traffic of this area. However, Foundation is proposing an expansion of the Loker Student Union building to meet future needs of the growing student population. Updates on the Sanitary Supply Law were mentioned, and the organization must comply with California laws regarding offering free feminine products in the restrooms for students. The committee is currently waiting for the sanitary supplies to arrive. The committee discussion of the vacant space in the LSU where Wells Fargo banking used to be located, and decided that before the end of the semester, they would like to have an idea as to how that space should be allocated for student needs.

**8) Finance Committee Report**

Finance Committee Chair Shayna Sanders reported that the Finance Committee met on March 23<sup>rd</sup> at 1:30pm. During the meeting, the committee discussed changes and updates to the Change Fund Policy and the Fixed Asset and Leasehold Improvements Policy.

**9) Personnel Committee Report**

Chairperson Salvador reported that the Personnel Committee met and there is a recommendation for the appointment of a Student-at-Large nominee Alex Lan-Powell. The Executive Director's evaluation will be collected at the next meeting.

**10) Public Comment**

There were no public comments.

**11) New Business**

**a. Student-at-Large Appointment**

Student-at-Large Nominee Alex Lan-Powell introduced himself as a third-year business major.

Alumni Representative Erick Garcia moved to appoint Alex Lan-Powell to a two-year Student-at-Large appointment on the Board of Directors. Community Representative Tamala Lewis seconded the motion.

The motion passed.

***Motion passed. 9-0-0.***

***Director Facilities Planning Roshni Thomas left at 10:45 a.m.***

The Board discussed the appointment of Chairperson to the Personnel Committee.

Alumni Representative Erick Garcia moved to defer appointment of the Personnel Committee Chairperson to the Executive Committee. Community Representative Tamala Lewis seconded the motion.

The motion passed.

***Motion passed. 8-0-1.***

***University President Designee David Gamboa arrived at 11:03 a.m.***

**b. Change Fund Policy**

Assistant Director Jaime Leal reviewed the proposed changes to the Change Fund Policy.

Vice Chairperson Shayna Sanders moved to approve the Change Fund Policy. Alumni Representative Erick Garcia seconded the motion.

The motion passed.

***Motion passed. 11-0-0.***

**c. Fixed Asset and Leasehold Improvement Policy**

Assistant Director Jaime Leal reviewed the proposed changes to the Fixed Asset and Leasehold Improvement Policy.

ASI President Jonathan Molina Mancio moved to approve the Fixed Asset and Leasehold Improvement Policy. Community Representative Tamala Lewis seconded the motion.

The motion passed.

***Motion passed. 11-0-0.***

**d. Zero-Waste Program**

Support Services Coordinator Giselle Atallah reviewed the project timeline, AB 827 compliance requirements, and product descriptions, including dimensions and capacity of the waste bins. The cost of the waste has increased due to the fact that there are more students on campus. Facility placed Zero-Waste bins across the LSU lower, main and upper levels, both inside and outside of the building.

**e. Food Lockers Project**

Support Services Coordinator Giselle Atallah reported information regarding the Food Locker Project, which will provide a place for students to store food while attending classes. The solution is to purchase a food storage system from Quadient – Parcel Pending for students to securely stow their perishable items (food, breastmilk, etc). Guests will register for service with LSU then receive an access code and be able to stow items in the lockers. There will be a 24-hour limit to locker usage. Food Lockers will be located by the West Walkway near the lactation area and close to 3 major parking lots. A suggestion was made to reconsider the location of the food lockers by expanding to multiple locations.

***Community Representative Tamala Lewis left at 12:00 p.m.***  
***Student Affairs Manager Dr. Zachery Ritter left at 12:00 p.m.***  
***ASI Representative Obioha Ogbonna left at 12:00 p.m.***

ASI President Johnathan Molina Mancio moved to approve the proposal and move the food lockers from the West Walkway to the East Walkway. ASI Representative Chris Hendrix seconded the motion.

ASI President Johnathan Molina Mancio withdrew the motion to approve the proposal to move the food lockers from the West Walkway to the East Walkway.

ASI President Johnathan Molina Mancio moved to postpone the Food Lockers project for a month to consider financial and location impacts of the lockers. Alumni Representative Erick Garcia seconded the motion.

University President Designee David Gamboa stated on the record that LSU management does not recommend to delay plans and install the food lockers as originally presented.

The motion passed.

***Motion passed. 4-2-2.***

**12) Public Comment**

There were no public comments.

**13) Announcements**

**14) Adjournment**

Chairperson Salvador adjourned the meeting at 12:21 p.m.

Approval of minutes: \_\_\_\_\_ Or \_\_\_\_\_  
Secretary Chairperson, Angel Salvador

Date of approval \_\_\_\_\_