

**California State University, Dominguez Hills**  
**Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)**  
**Board of Directors Meeting Minutes ♦ Friday, May 6, 2022**

**1) Call to Order and Attendance**

Chairperson Angel Salvador called the meeting to order at 10:07 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	Tamala Lewis	Jaime Leal	Alejandro Herrera
Shayna Sanders	Tony Jake	Melissa Bancroft	
Alex Lan-Powell	Matthew Smith	Victor Gonzalez	
Christopher Hendrix		Giselle Atallah	
Obioha Ogbonna		Damesha McKnight	
John Menary			
Erick Garcia			
Dr. Ruttanatip			
Chonwerawong (Dang)			
David Gamboa			
Jonathan Molina Mancio			
Cecilia Ortiz			
Nate Dotti			
Adam Kasarda			

**2) Approval of Agenda**

ASI President Jonathan Molina Mancio approved the agenda on May 6, 2022. Vice President, Student Affairs Designee Dr. Dang Chonwerawong seconded the motion.

The motion passed.

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

**3) Approval of Minutes**

Academic Representative Dr. John Menary moved to approve the minutes April 8, 2022, Board Meeting. ASI President Jonathan Molina Mancio seconded the motion.

The motion passed.

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

**4) Chairperson's Report**

Chairperson Angel Salvador reported they attended all subcommittee meetings. And congratulated their fellow colleagues on a successful referendum for the Health, Wellness, and Recreation center.

**5) Executive Director's Report**

Executive Director Cecilia Ortiz reported on the numbers of guests that have entered the Loker Student Union facility. She also reported the highest entrance point for the facility being the East walkway and the lowest accessed entrance point being Café Toro.

**6) Facility Use Committee Report**

Chairperson Angel Salvador reported that the committee discussed the pros and cons of the food locker location.

**7) Finance Committee Report**

Finance Committee Chair Shayna Sanders reported that the committee discussed possible allocations of funds to update the patio outside of Café Toro, the 2020<sup>th</sup> national tax return, and the third quarter fiscal year budget review.

**8) Personnel Committee Report**

Chairperson Angel Salvador reported that the Personnel Committee was unable to meet due to unforeseen circumstances.

*Alumni Representative Erick Garcia arrived at 10:20 am.*

**9) Public Comment**

There were no public comments.

**10) Old Business**

**a. Food Lockers Project – Facility Use Committee**

Chairperson Angel Salvador highlighted the pros and cons of the proposed locations of the Food Lockers. Chairperson Salvador highlighted that it would be difficult to run power and the cost to add electricity in the proposed location on the East Walkway would be significantly more costly. In addition, the direct sunlight of that location will affect the refrigerated lockers longevity.

The Facility Use Committee recommended the Food Lockers be placed on the West Walkway.

Director, Student disAbility Resource Center Adam Kasarda commented that the manufacturer of the Food lockers recommended that the LSU not place the refrigerated lockers in direct sunlight as it can damage the function of the lockers. He also mentioned that since the East walkway is already used for tabling events and vendors set up, the Food lockers can interfere with these events. He recommended the West Walkway as the best placement of the Food Lockers. Director of Facilities and Planning, Nathaniel Dotti shared his support for the placement of the Food Lockers to be on the West Walkway.

*University President Designee David Gamboa arrived at 10:25 am.*

ASI President Jonathan Molina Mancio voiced his concern that the project should have included more student input and advocated for the service to expand to the East Walkway.

ASI President Jonathan Molina Mancio moved to approve the food lockers project and move forward with the original location. Student Affairs Designee Dr. Dang seconded the motion

The motion passed.

*Motion passed. 9-0-0.*

*ASI Representative Christopher Hendrix left at 10:45 am.*

*The Director of Student disAbility Resource Center left at 10:45 am.*

**b. Organizational Goals Approach**

Executive Director Cecilia Ortiz made a friendly amendment to skip item 10. b. Organizational Goals Approach and move to item 11. a. Secretary Appointment. Chairperson Salvador moved to accept the friendly amendment.

**11) New Business**

**a. Secretary Appointment**

Executive Director Ortiz presented a description of the tasks regarding the Secretary-at-Large officer position. This position appointed shall sustain and overlook any documents for the Board of Directors for approval, sign any documents regarding the board, attend Board meetings, and in addition make announcements of upcoming Board of Director meetings and provide their own input on any motions.

Alumni Representative Erick Garcia moved to suspend the rules. Secretary-at-Large Alex-Lan Powell seconded the motion.

The motion passed.

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

Alumni Representative Erick Garcia moved to appoint Alex-Lan Powell as Secretary for the Donald P. and Katherine B. Loker Student Union Inc. ASI President Johnathan Molina Mancio seconded the motion.

The motion passed.

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

## **10) Old Business**

### **b. Organizational Goals Approach**

Executive Director Ortiz presented the results of the LSU BOD Goal Planning survey. The survey had a total of 4 participants from the BOD committee, and each participant provided their input on the idea of the Board of Directors to set annual goals to achieve throughout the scholarly year. The survey results were 3 out of 4 of the participants were in favor of setting annual goals for the Board, 3 out of 4 participants were not in favor of attending an annual multi-day retreat in the summer, the participants of the survey also expressed that they prefer a retreat location where they can return home at the end of the day versus a retreat location where they would need to stay overnight. Overall, the LSU BOD Goal Planning survey provides insight from the committee about their opinion regarding an annual BOD orientation, retreat, and/or goal setting.

***University President Designee left at 10:57 am.***

***ASI President Johnathan Molina Mancio left at 11:00 am.***

Executive Director Ortiz presented three (3) questions to the Board. What feedback does the Board have for management regarding accomplishments towards long-term organizational goal? What approach does the Board want to take with long-term and/or annual goals? Does the Board want to attend a multi-day retreat in the summer to establish annual goals, or does the Board prefer to keep the current approach of a one-day orientation?

The Board shared their responses and Executive Director Ortiz shared the LSU has three and a half days of agenda items to with the Board during the retreat. Based on Board feedback, the duration of the retreat and agenda items discussed will be modified to fit their schedules. The Board of Directors was in favor of a multiple day retreat compared to a single day retreat.

## **11) New Business**

### **b. Café Toro Construction Fund**

Assistant Director Jaime Leal presented a proposed allocation of funds in support of the Café Toro patio.

The board previously approved support to fund a portion of the Café Toro project. The original contribution was \$1,145,000. To date there is a remaining balance for both Foundation and Loker

Student Union of \$504,589. The recommendation is to use the funds to update the exterior space of the patio. To improve the area and increase utilization by adding furniture, umbrellas, and resurface concrete.

Due to loss of quorum, the Board will resume discussion on item 11. b. Café Toro Construction Fund at the next Board meeting.

**c. 2020 Information Tax Return**

Assistant Director Jaime Leal presented highlights of the 2020 Information Tax Return.

LSU is a nonprofit organization and the corporation's tax return is a public document. The accomplishment page shares the organization's activities during the 2020-2021 fiscal year 2020 Calendar year during the pandemic. Which includes an outline of the operation of the outdoor space for students on the campus.

Assistant Director Jaime Leal provided summaries for each page in the tax return file. Starting with the questioners' style page that is based on policies and proper management guidelines. The second page is the Compensation of the direct page that provides direct compensation receipts. The next pages depict the financial statements, a breakdown of expenses by function and program, and the balance sheet. The last pages provide a summary of the LSU's related parties, entities that the organization conducts regular business

**d. 3<sup>rd</sup> Quarter Financial Review**

Assistant Director Jaime Leal presented highlights of the third quarter financial review.

Third quarter financial review covers the period between March 31, 2022. During the 3<sup>rd</sup> quarter the optimal range was from 70%-- 80%. The finance committee provided a detailed summary of the expenses with a slight surplus of revenue. Overall, the total revenue is 51% and total expenses are 56%.

**e. Executive Director Performance Evaluation**

New business item 11. e. Executive Director Performance Evaluation was postponed due to lack of time.

**12) Public Comment**

Vice Chairperson Shayna Sanders inquired on the next steps for the Food Locker project. Executive Director Ortiz informed that management would move forward with scheduling.

**13) Announcements**

Executive Director Ortiz invited the Board to Linda Brown's retirement celebration subsequent to the Board meeting.

**14) Adjournment**

Chairperson Salvador adjourned the meeting at 12:10 p.m.

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

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