

California State University, Dominguez Hills
Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)
Board of Directors Meeting Minutes ♦ Friday, September 1, 2023

1) **Call to Order and Attendance**

Chairperson Emilyn Rangel called the meeting to order at 10:06 a.m. The meeting was held via video conferencing and in person.

Present

Emilyn Rangel
Miguel Juarez
Codou Ndiaye
Marcelo Cowo
Edgar Mejia
Erick Garcia
John Menary
Tamala Lewis
Justin Gammage
Mayra Soriano
Tony Jake
Richard Tetrick
Matthew Smith
Cecilia Ortiz
Ben Toubak

Absent

Gustavo Cardenas
Jhanella Mae Martinez

Staff

Melissa Bancroft
John Stigar
Jaime Leal
Amy Torres
Victor Gonzalez
Natalie Tapia
Khoi Pham
Alejandro Herrera
Damesha McKnight

Guests

Christina Vasquez

2) **Approval of Agenda**

ASI President, Edgar Mejia moved to approve the agenda for the September 1, 2023, meeting. ASI Representative, Marcelo Cowo seconded the motion.

The motion passed.

Motion passed. 10-0-0

3) **Approval of Minutes**

ASI President, Edgar Mejia moved to approve the minutes for June 26, 2023, with edit to item 3) Approval of Minutes to change the title from ASI Representative, Emilyn Rangel to Vice Chairperson, Emilyn Rangel. Community Representative, Tamala Lewis seconded the motion.

The motion passed.

Motion passed. 8-0-2

4) **Chairpersons Report**

Chairperson, Emilyn Rangel shared excitement to serve as the Chairperson for the LSU Board of Directors. Chairperson, Emilyn Rangel welcomed Justin Gammage, Ben Toubak, Richard Tetrick, and Megan Tagle Adams to the LSU Board of Directors. Chairperson, Emilyn Rangel shared an overview of programs board members participated this summer. In July, the Student-at-Large (SAL) attended ACUI I-LEAD program at the University of Louisville. Camp LSU took place in August where SAL's learned about the LSU history, practiced Parli Pro, and set intentions for the year. The BOD Retreat also took place in August where SAL's shared decorum updates to the Board.

5) **Executive Director's Report**

Executive Director, Cecilia Ortiz welcomed the Board to the 2023/2024 academic year. The Professional Team of the Loker Student Union has been 100% filled, student positions across the organization are still open. The LSU has opened a new phygital collaborative programming space known as DHX. DHX will be available to campus departments beginning in October through the Reservations and Event Services Unit. Building Services updates include the Guest Services Unit which includes the previously known Admin Desk and Information Desk. Both locations have been collapsed into Guest Services Desk. Privacy Pods were introduced this summer for students and guests who need a quiet environment to make a private phone or zoom call. Commercial Services updates include remodeling of the Games Room and initiated of sales for Halloween Horror Nights and Knotts Scary Farm. The Facility area has updated the restroom directory for the building. Gender-binary restrooms are available again on the upper level of the building with the remaining restrooms being gender-neutral. Open projects for the organization include the continuation of the LSU NXT30 Project.

6) **Finance Committee Report**

Finance Committee Chair, Miguel Juarez shared that the committee met on August 23, 2023. The committee discussed old business regarding printing services and restroom modernization funding. The committee also discussed the LSU reserves account and outlined committee goals for the semester. The committee has forwarded one item for today's Board meeting, the recommendation to use the fund on hiring LPA to design a more inclusive restroom.

7) **Public Comment – Agenda Items**

There was no public comment.

8) **New Business**

a. **BOD Development Programs Review**

Temporary Administrative Assistant, Amy Torres reported on BOD programs such as Camp LSU and BOD Retreat. Camp LSU was a new program this summer established with the new Fellowship Program passed by the Board. The goals included teambuilding, learning LSU history & business, enhancing Parli Pro skillset, SAL role & duties, review, and coordinating schedules. Expenses for the two-day program included meals and materials, with a total of \$851.87. The Board of Directors Retreat goals included teambuilding, visioning, goal setting, LSU history, BOD responsibilities, and coordinating schedules. Expenses for the two-day program included the venue, meals, facilitation, meals, and materials with a total cost of \$15,550.79. Temporary Administrative Assistant, Amy Torres stated that the Board's feedback is needed to determine what direction to take for future BOD development programs.

b. **Establish 2023/2024 BOD Aspirational Goals**

Executive Director, Cecilia Ortiz shared the 2023/2024 BOD aspirational goals that were established at the BOD Retreat. The goals include reaching a decision regarding direction of the NXT30 project, reaching a decision regarding restrooms, assessing the performance of the new SAL Fellowship program, and reaching a decision regarding decorum changes.

ASI President, Edgar Mejia motioned to approve the 2023/2024 BOD Aspirational Goals. ASI Representative, Marcelo Cowo seconded the motion.

The motion passed.

Motion passed. 8-1-1

c. Funding Restroom Modernization

The Finance Committee brought forward a recommendation to access funds from the reserve accounts to assist in the analysis and research by engaging an architect firm to assist in the process to bring to the Board a more refined proposal to update the restrooms in the facility. The total cost of the architect firm engagement would be \$69,000. The timeline would include preliminary work, facility analysis, findings & strategies, cost estimates, and conceptual drawings that would go through December 2023.

Vice Chairperson, Miguel Juarez motioned to approve access to \$69,000 from the reserves account to engage consulting architect firm LPA for the restroom modernization project.

The motion failed.

d. Business Continuity & Organizational Risks

Executive Director, Cecilia Ortiz presented on the operating risks and mitigations of the organization. Operating risks include injuries (slip, trip, & fall), natural/human-caused incidents, engagement participation, cyber security, employee impropriety, and lawsuits. Mitigations in the Human Resources area include employee policies in the Employee Handbook and a practice of having updated position descriptions. Fiscal oversight includes a process that includes LSU staff and management, the Finance Committee, the Board, and the University President. Fiscal practices also include transparency and stewardship. IT practices are aligned with the University and the LSU operates with their support.

Secretary, Codou Ndiaye left at 11:04 am

e. Meeting Schedules & Commitments

Temporary Administrative Assistant, Amy Torres shared meeting schedule updates and the need for Board members to commit to attending meetings once the schedule has been established. Chairperson, Emilyn Rangel addressed and asked all Board members to stay committed and attend meetings that have been scheduled to ensure all voices are heard at the table. As the Board requested at least one in-person BOD meeting, the date has been set for November 3, 2023. The student leaders will be hosting a team building activity after the BOD meeting for those who are able to attend.

9) Public Comment

There was no public comment.

10) Announcements

Temporary Administrative Assistant, Amy Torres announced that she will be sending out annual forms Board members who did not have a chance to complete theirs at the BOD Retreat. VP Student Affairs Designee, Mayra Soriano extended an invitation for the 2nd Annual Student Affairs Showcase to the Board as an opportunity to learn more about student affairs and the work that is being done within the division.

11) **Adjournment**

Chairperson, Emilyn Rangel adjourned the meeting at 11:28 a.m.

Approval of minutes:

Secretary

Or



Chairperson, Emilyn Rangel

Date of approval

10-07-2023