

ASSOCIATED STUDENTS OF CALIFORNIA STATE UNIVERSITY, CHICO
BOARD OF DIRECTORS MEETING MINUTES

Wednesday, May 2, 2018

3:30 p.m.

BMU 205

Members Present: Alisha Sharma, Taylor Rogers, Danie O'Donnell, Karla Camacho, Robbi Stivers, Milton Lang

Members Absent: Zach Scott (excused), Teddy Delorenzo

Others Present: David Buckley, Karen Bang (recording), Jamie Clyde, Thang Ho, Shar Krater, Susan Jennings, Curtis Sicheneder, Leah Railey, Jared Geiser

- I. **CALL TO ORDER** – The Chair, Sharma, called the meeting to order at 3:31 p.m. by the Chair, Sharma.
- II. **AGENDA** – Motion to approve the 5/2/18 agenda (Camacho/O'Donnell) 6/0/0 MSC.
- III. **MINUTES** – N/A
- IV. **ANNOUNCEMENTS** – None
- V. **STANDING COMMITTEE REPORTS** – Action items forwarded to the Board of Directors from the standing committees stand approved unless overturned by a 2/3 + 1 Board action.
 - A. Government Affairs Committee – Sharma noted that the DAC allocation for the Spring Renewal event reported on the 4/25 Board agenda was actually in the amount of \$2,700.50, not \$2,070.50.
 1. GAC Actions of 4/30/18
 - a. Approved the 4/30/18 agenda.
 - b. Approved Minutes of the 4/6/18 regular meeting.
 - B. Bell Memorial Union Committee – The 5/1 meeting was cancelled due to lack of quorum. Meetings are finished for the semester.
 1. ~~BMUC Actions of 5/1/18~~
 - a. ~~Approved the 5/1/18 agenda.~~
 - b. ~~Approved Minutes of the 4/17/18 regular meeting.~~
 - c. ~~Approved revisions to Associated Students Corporate Codes – BMU Third Floor Art Gallery Policy, as presented.~~
 - C. Associated Students Businesses Committee – Rogers reviewed with the Board. He also noted this was the last meeting of the semester.
 1. ASBC Actions of 4/30/18
 - a. Approved the 4/30/18 agenda.
 - b. Approved Minutes of the 4/16/18 and 4/23/18 regular meetings.
 - c. Approved addition to Associated Students Corporate Codes – Textbook Scholarship Disbursement Policy.

VI. BUSINESS

- A. Action Item: Approval of Resolution for removal of 401(k) Plan Trustee, Pedro Douglas. Motion to approve Resolution for removal of 401(k) Plan Trustee, Pedro Douglas, as presented (O'Donnell/Camacho) 6-0-0 MSC.
- B. Action Item: Approval of Audit Committee recommendation regarding awarding of audit and tax services to Aldrich CPAs + Advisors LLP for fiscal years ending June 30, 2019 through June 30, 2021, with the option extend the agreement an additional three years, through fiscal year ending June 30, 2024. Motion to approve Audit Committee recommendation regarding awarding of audit and tax services to Aldrich CPAs + Advisors LLP for fiscal years ending June 30, 2019 through June 30, 2021, with the option to extend the agreement an additional three years, through fiscal year ending June 30, 2024, as presented (Camacho/Rogers) 6-0-0 MSC.
- C. Action Item: Authorization to process a payment to CalPERS, totaling \$1,825,279, to be applied to the Associated Students' estimated unfunded pension liability, as presented. Motion to authorize processing

a payment to CalPERS, totaling \$1,825,279, to be applied to the Associated Students' estimated unfunded pension liability, as presented (Camacho/O'Donnell 6-0-0 MSC).

- D. Information Item: Addition to Associated Students Corporate Codes – Textbook Scholarship Disbursement Policy – Rogers said his position is responsible for finding a way to distribute the textbook funds given to the AS by Follett. He explained that funds will go to AS student employees first, that meet the requirements. If there are funds left over, the VP of Business and Finance chooses a student organization or program to distribute the balance of the funds to. Camacho asked if students have to be AS employees on a continuous one-year basis, and Rogers confirmed. It was noted that students aren't terminated when they go home for the summer. O'Donnell asked if this is based on an academic year, or full year. Rogers said it's based on a full year.
- E. Information Item: Employee Membership Waiver for the WREC – Clyde presented, providing the historical background of this item. She said in 2006 a referendum was passed to raise student fees for the purpose of building a recreational facility. In 2009, the building was opened to the student body. BOD at that time voted to standardize all "discounts" across the AS in order to stay consistent. Clyde said she and Railey met with all of the AS staff this year and one of the items discussed were ways to recruit and retain employees. She said at every meeting at least one employee suggested a free gym membership. Clyde said there is no incremental cost to this; it is an added value for employees, not an additional workload or staffing, and supports evidence for wellbeing and lowered stress. Clyde said currently 16 out of approximately 100 AS employees utilize the WREC membership for approximately \$30/month. She next reviewed a survey obtained from the Executive Director at Cal Poly Pomona. Out of the 14 CSU responses with a recreation center, 12 provide complimentary memberships, and 10 of the 12 are operated by an auxiliary. Buckley clarified that most on the list are run by Student Unions, not under Associated Students. Camacho asked if during meetings with staff, when someone brought this suggestion up, whether or not other employees seemed enticed by it. Clyde said the majority were interested. She noted that another option suggested was that if not free, perhaps a reduction in cost. Sharma said this item will be brought back to the Board at their next meeting as an action item.
- F. Information Item: Revisions to Personnel Policy – Educational Assistance Policy #610 – Railey distributed suggested revisions to this policy, noting it hasn't been revised since 2003. She explained that the policy currently provides educational reimbursement of \$750/year. It is being suggested to increase the reimbursement amount from \$750 to \$1,000/year, allow employees to receive assistance for courses in any degree program, establish a minimum grade requirement in order to receive reimbursement and require a minimum of six months of employment before the employee is eligible to request assistance. She said employees would also be allowed to take up to three hours of unpaid time off per week to attend class. Railey noted this would be a reimbursement program. Employees would pay up front then be reimbursed upon proof of payment and an acceptable course grade. Rogers questioned if employees could attend any university and Railey confirmed. O'Donnell noted that the Textbook Scholarship Policy requires students to work for a year to be eligible and this only requires six months of employment for career employees. Buckley said that by the time they get the reimbursement, it's almost a year. Rogers said the textbook scholarships come from Follett, not the AS. Sharma said this item will be brought back to the next Board meeting as an action item.
- G. Information Item: 3/31/18 Activity Fee Fund Budget vs. Actual – Sharma reviewed the financials, noting the benchmark was 75% for March. She noted that Campus Programs is at 87.12% due to the CDL; this will even out as the year goes on. Total expenses at 68%.
- H. Information Item: 3/31/18 BMU and WREC/AO Combined Budget vs. Actual Summary – Clyde said the Student Union expensed 69.25% of budget, and generated 95.86% of the projected income.
- I. Information Item: 3/31/18 Wildcat Store Financials – Rogers reviewed, noting that Income was at \$65,226, Expenses and Transfers at \$83,158. Net decrease of \$17,932.
- J. Information Item: 3/31/18 Dining Services Financials – Rogers reviewed, explaining that Total Operating Expenses were at \$356,064 (7.8%) less than budget, Other Income (expense) at \$9,322 (5.0%) less than budget, Net Income at \$115,295 (80.2%) more than budget.
- K. Information Item: 3/31/18 Corporate Services Budget to Actual Income and Expenses – Jennings provided an overview, noting expenses for each area (Financial Services Office, Human Resources Office,

Administrative Office, Information Technology Department and Corporate Insurance). Total percent generated at 76.48%.

- L. Director of University Affairs Report – Camacho reported that CSSA is this weekend. She said she and O'Donnell's successor will be heading to San Francisco Friday for CSSA, then to Sacramento for the May Advocacy Day on Monday that CSSA is putting together. She said tabling is being done with CFA today and tomorrow regarding basic needs and mental health.
- M. Director of Legislative Affairs Report – O'Donnell said the Spring Candidate Forum was held Monday and approximately 200 students and community members attended.
- N. University Vice Presidents' Report – Lang and Stivers passed.
- O. Executive Director's Report – Buckley passed.
- P. President's Report – Sharma said the GAC met with Lang and President Hutchinson regarding the referendum. Tabling was done last week in order to get students to vote in the referendum, which had a very high turnout. President Hutchinson will be announcing her decision tomorrow. Sharma said transitions are in process and the induction ceremony will be held next week.

VII. ANNOUNCEMENTS – None

VIII. PUBLIC OPINION – Limited to three minutes per speaker, five minutes for entire topic – None

IX. CLOSED SESSION – Pursuant to Education Code Section 89307 (c) (1): Evaluation of Executive Director. The Board went in to Closed Session at 4:10 p.m. The Board came out of Closed Session at 4:14 p.m. Sharma announced that no action was taken during Closed Session.

X. ADJOURNMENT – the Chair, Sharma, adjourned the meeting at 4:14 p.m.