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

Monday, April 13, 2015  2 p.m.  BMU 205

Members Present: Taylor Herren, Nicole Lung, Michael Pratt, Darion Johnston, Jeffery Zawoysky, Deanna Jarquin, Teddy Delorenzo, Drew Calandrella

Members Absent: Lori Hoffman

Others Present: David Buckley, Karen Bang (recording), Susan Jennings, Leah Railey, Curtis Sicheneder, Sally Parenti, Thang Ho, George Rankin, Jon Slaughter

I. CALL TO ORDER – The meeting was called to order at 2:01 p.m. by the Chair, Herren.

II. AGENDA – Motion to approve the agenda (Pratt/Johnston) 7/0/0 MSC.

III. MINUTES – None

IV. ANNOUNCEMENTS – None

V. PUBLIC OPINION – None

VI. OPINION –

VII. 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 – Zawoysky said they’re working on the budgets and elections are from 8 a.m. Wednesday to 8 a.m. Thursday.
   1. GAC Actions of 4/7/15
      a. Approved the 4/7/15 meeting agenda.
      b. Approved the minutes of the regular meeting of 3/24/15.

B. Bell Memorial Union Committee – Jarquin reviewed the items with the Board.
   1. BMUC Actions of 4/8/15 Meeting
      a. Approved the 4/8/15 meeting agenda.
      c. Consent Agenda
         Sustainability Fund Allocation Committee Meeting
         1) Approved the minutes of 2/25/15.
         2) Approved the transfer of Aaron Gomez to Director of Tower Garden Project in place of Bri Mulvey.
         d. Approved AS Recycling in purchasing warehouse forklift for the cardboard baler at the cost not to exceed $17,000 including shipping, as approved by SFAC.

C. Associated Students Businesses Committee – Lung updated the Board regarding this morning’s meeting (Calandrella joined the meeting at 2:05 p.m.)
   1. ASBC Actions of 4/13/15 Special Meeting

VIII. BUSINESS

A. Action Item: Approval of revisions to Associated Students Corporate Code Book – Records Retention Policy. Motion to approve revisions to Associated Students Corporate Code Book – Records Retention Policy, as presented (Johnston/Pratt). 8/0/0 MSC.

B. Action Item: Approval of revisions to Associated Students Corporate Code Book – Wildcat Store Net Assets Reserve Policy. Motion to approve revisions to Associated Students Corporate Code Book – Wildcat Store Net Assets Reserve Policy, as presented (Lung/Johnston). Jennings reviewed the policy with the Board. 8/0/0 MSC.
C. **Action Item: Approval of Board Resolutions** required for the amendment and restatement of the Associated Students Exempt and Non-exempt 401(k) Plan documents. **Motion to approve Board Resolutions required for the amendment and restatement of the Associated Students Exempt and Non-exempt 401(k) Plan documents, as presented (Johnston/Zawoysky). 8/0/0 MSC.**

D. **Information Item: Review of Associated Students Budgets** – Buckley explained that the three committees are reviewing their respective budgets and the Board will formally approve all of the budgets at one time at the end of this process. Jennings started review of the budget with Tab 1 – All Areas Summary and Pay Schedule. She explained that this is a combined look at all AS budgets in one combined total. 2015-16 overall revenue and expense are projected to be $18,702,618 and $18,730,926, respectively. She noted that the Pay Schedule is also included as a part of the AS budget process and assumes the Board will approve the 3% pay increase. She said this schedule has to be made available to the public, as well as provided to CalPERS. • Jennings next reviewed Tab 4 – Activity Fee Fund. She said total income increased by $143,639 for 2014-15 estimated results and also reviewed the 2015-16 budget. Minimum wage will be increasing from $9 to $10 as of 1/1/16. Slaughter said for next year, Jody Strong and Elisa Trimboli’s positions won’t be filled. He explained that Strong’s position will be noted in Activity Fee Administration and no longer in CAVE. • Jennings next reviewed Tab 5 – Auxiliary Activities Fund. She provided an overview of Wildcat Store highlights and noted estimated net income for 2014-15 for the store of $94,811. Proposed 2015-16 highlights were reviewed, with an estimated net income of $108,168. Jennings also provided Dining Services highlights for 2014-15, noting that cash operations sales increase is $380,501 (9.7% increase). For 2015-16, Dining Services reserves are projected to be $284,326. She said they saw a large increase of students this year but probably will not next year and student count was discussed. • Jennings next reviewed Tab 6 – Student Union Budget. She said with both areas combined, there was a loss of $57,220 available for reserves for 2014-15. For 2015-16, she noted a proposed budget loss of $561,222. Jennings said they use local funds held within the AS and make a deliberate effort to draw down less from the campus. She said these numbers are not reflective of how healthy the Student Union and WREC actually are. Jennings then reviewed BMU and WREC highlights for 2014-15 and 2015-16. • Jennings next reviewed Tab 3 – Capital Expenditures, for all areas. She said within the various budgets they leave an available balance so that departments can request items if not on the list (Calandrella left the meeting at 2:35 p.m.). Jarquín said in addition to these general expenditures, there will be a feasibility study of the basement level and Financial Services Office in the amount of $30,000 to $35,000. A revised schedule would be provided if this is included in the budget. • Jennings next reviewed Tab 7 – Corporate Services Fund. She said through 2015-16, IT will provide services to Research Foundation. Financial Services Office, Administration, HR, IT and Corporate Insurance highlights were reviewed. Jennings explained that insurance expenses are expected to barely increase for 2015-16. • Jennings finished with review of Tab 8 – Area Reimbursements, noting they try to reflect the true cost of business in each department. Delorenzo said we seem to be pretty solid and congratulated everyone on being so proactive in trying to build everything in. Buckley said reserves are definitely on the right track. Zawoysky asked if changes are approved at the committees, if the Board would see these changes. Jennings said if any changes are made, she’ll be distributing revised schedules to the Board as approved by specific committees. Herren thanked staff for their hard work in putting the budget together (Delorenzo left the meeting at 2:54 p.m.).

E. **Information Item: Corporate Services Budget, and Corporate Services Capital Expenditures Budget** – estimated results 2014-15 and proposed budget 2015-16 – Covered in VIII. D.

F. **Director of University Affairs Report** – Pratt reported that there are only a couple more Student Academic Senate meetings, with May 6 being their last formal meeting. He said the Chancellor’s Office has a new category of fees, Category VI fees, where SIRF will sit. He noted it was originally proposed as a Category I fee. They created their own category – a system-wide optional fee category.

G. **Director of Legislative Affairs Report** – Johnston said CSSA was held in San Francisco this weekend. She said on Friday they continued strategic planning and are hoping to have a new mission and some strategic goals laid out for CSSA that will hopefully direct the transition between pre and post SIRF funding model and operations. Johnston said she sits on the initial review board for CSSA and they went through all the student trustee applications and selected a certain number of students for interviews, which will be taking place in May. Johnston said at CSSA they also approved more recommendations for pieces of legislation. She said they also finally approved their constitutional amendments and she made the motion to approve. • Johnston said James Gallagher won’t be able to speak tonight at the Candidates’ Forum; however, Ellie Ertle from Office of Civic Engagement will speak. Johnston said she’ll be going to Sacramento tomorrow
for Academic Senate’s CSU Advocacy Day and bringing friends who are interested in attending as well. Johnston said she’s meeting with two staff members from Senator Nielsen’s office on Thursday and will be bringing them to the new Wildcat Leadership Center.

H. University Vice Presidents’ Reports – Absent

I. Executive Director’s Report – Buckley thanked Jennings for all the hours she put in to pull the budget together. Regarding current job searches, Buckley said they’ll probably be posting Rankin’s position today. He said he will also be pre-screening candidates for the Associate Executive Director position and bringing them in the week of April 27 so all can be involved in the process and meet the candidates. • Buckley said that last Friday Matt Petersen, one of the distinguished alumni that was recognized at the Distinguished Alumni event, was the 1989-90 AS President. He said he is the first Director of Sustainability for the City of Los Angeles. He said Petersen has volunteered to host students to go to LA to find out more about what goes on at City Hall and is also interested in possibly creating internships. He is also very interested on being on the Leadership Institute Advisory Board. • Buckley said about a week ago he started seeing emails regarding what the university needs to do to cut water consumption and said the AS needs to do their share as well. Buckley said he requested that Parenti and Sicheneder provide some ideas for reducing water consumption. For the BMU, there will be no power washing, a reduction in dish washing, no serving of water unless customers ask for it. The BMU already has low flow faucets. He noted this will affect how Catering does banquets and also Summer Orientation. We are on the university system regarding landscape water monitoring and landscape watering is already being cut back. In regards to the WREC, Buckley said they may eliminate towel service and also keep tarps on the pool at night which would reduce evaporation. Faster showers will also be encouraged. Buckley said the WREC has waterless urinals, as well as low-flow shower heads and faucets. He said these suggestions will be discussed at BMUC. Buckley said the University may implement the closure of all buildings on Friday, Saturday and Sunday due to the issue of water chilling. Jarquin suggested possibly doing a campaign about water reduction, making it clear that the AS is not the one taking the water away. Buckley said we can also push people to use our water fountains.

J. President’s Report – Herren said she called a meeting last week with Sean Morgan, Mark Sorenson and Acting President Richmond to discuss Town Gown. With students transitioning, as well as leaders changing, she said she wants a continued commitment to the committee for attendance and moving forward. She said President Richmond has a lot of experience with Town Gown. • Herren said the Executive Director performance evaluation process has been initiated. She’ll be connecting with staff directors in order to provide more feedback regarding his goals and moving forward. • Herren said the statue ad hoc committee met last week and are in the process of securing a location. She said they got major push back from the College of HFA regarding putting the statue in front of Trinity. She suggested the committee reach out for campus wide consultation even though it pushes the process back a bit and will continue in to next year. She noted the location is the final step in the process. • Herren said the candidates for VPUA will be on starting tomorrow through next week. She’s on the AS group committee and will keep the Board updated.

IX. ANNOUNCEMENTS – Johnston said Ellie Ertle contacted her to let her know they’re short 10 moderators for Town Hall and requested help. She said the time is from 5 p.m. to 9 p.m. and to let her know if interested. • Buckley said the University Awards Reception for Student Leaders is tomorrow and Darion Johnston and Michael Pratt will be receiving awards. He noted this event is co-funded and supported by the AS and Student Affairs area. Zawosky and Buckley will be the co-MC’s for the event which begins at 3 p.m.

X. PUBLIC OPINION – None

XI. OPINION – None

XII. ADJOURNMENT – The meeting was adjourned at 3:18 p.m. by the Chair, Herren.