

STUDENT UNION, INC. BOARD OF DIRECTORS

Meeting Minutes

September 14, 2023

3:00 PM - 4:30 PM

In-person: Student Union Building, Conference Room 6

Voting Members Present:

Diego Alvarez, Emran Azimi, Sara Bonakdar (BOD Designee),
Andrea Cabrera-Sanchez, Dr. Sonja G. Daniels, Justin Duong,
Emina Maslic, Logan Meline, Sarab Multani, Jeet Parekh,
Krishna Sai Mangalarapu, Karthika Sasikumar

Voting Members Absent:

Kathryn Blackmer Reyes

Updated Attendance:

Andrea Cabrera-Sanchez left the meeting at 4:34 PM

Sarab Multani left the meeting at 4:38 PM

Logan Meline left the meeting at nt at 4:45 PM

Non-Voting Member Present:

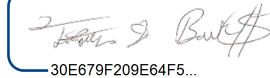
Tamsen K. Burke,

Timothy J. Banks:

DocuSigned by:

Designee

Guests:


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Board Member Trainees: Aniya Dogra, Jayeesh Tarachandani,
Aditya Vishwakarma

David Alves, Associate Director of Accounting & Finance, John
Lawrence, Budget Analyst, and Jamie Pauley, HR

I. CALL TO ORDER

Director Meline called the meeting to order at 3:06 p.m

II. ROLL CALL

Director Meline asked Kelly Goldsmith to take roll. Kelly Goldsmith completed a verbal roll call.

III. APPROVAL OF SEPTEMBER 14, 2023 AGENDA

Director Meline asked for any changes to the agenda.

Director Meline asked for a motion to approve the agenda.

Director Meline motioned to approve the agenda; Director Azimi seconded the motion.

Vote on the Motion:

12-0-0

Motion Passed

IV. APPROVAL OF MAY 12, 2023 REGULAR MEETING MINUTES

Director Meline asked for any changes to the minutes.

Director Meline asked for a motion to approve the minutes.

Director Parekh motioned to approve the agenda; Director Azimi seconded the motion.

Vote on the Motion:

11-0-1

Motion Passed

Abstained: Director Sasikumar

V. APPROVAL OF MAY 18, 2023 SPECIAL MEETING MINUTES

Director Meline asked for any changes to the special meeting minutes.

Director Meline asked for a motion to approve the special meeting minutes.

Director Azimi motioned to approve the meeting minutes as presented; Director Parekh seconded the motion.

Vote on the Motion:

11-0-1

Motion Passed

Abstained: Director Sasikumar

VI. APPROVAL OF AUGUST 31, 2023 SPECIAL MEETING MINUTES

Director Meline asked for any changes to the special meeting minutes.

Director Meline asked for a motion to approve the special meeting minutes.

Ms. Bonakdar motioned to approve the meeting minutes as presented; Director Multani seconded the motion.

Vote on the Motion:

11-0-1

Motion Passed

Abstained: Director Daniels

VII. PUBLIC FORUM

Vicki Allen, Executive Director, Associated Students (AS), and Kingson Leung, Interim Senior Associate Director (AS) introduced themselves. Both briefly spoke about the partnership between AS and the Student Union and are looking forward to continuing that partnership in ways that can continue to impact the student experience on campus.

VIII. DISCUSSION/ACTION

A. Approve Appointment and Nominations for Board Positions

1. Approve Appointment of Karthika Sasikumar as Faculty Director

Director Meline asked for a motion to approve Karthika Sasikumar as Faculty Director

Director Sai Mangalarapu motioned to approve Karthika Sasikumar as Faculty Director; Director Multani seconded.

Vote on the Motion:

12-0-0

Motion Passed

2. Approve Board of Directors Chair and Vice-Chair for AY 2023-2024

Director Meline asked for nominations for Chair.

Director Azimi nominated himself for Chair.

Director Parekh nominated himself for Chair.

Director Multani nominated Director Meline as Chair.

Director Azimi, Director Parekh, and Director Meline spoke briefly about why they wanted to serve as Chair.

Ms. Bonakdar motioned to approve the nomination of Director Parekh as Chair of the Board of Directors; Director Duong seconded the motion.

Vote on the Motion:

12-0-0

Motion Passed.

Director Parekh asked for nominations for Vice Chair.

Director Alvarez nominated Director Azimi for Vice Chair.

Director Duong nominated Director Meline for Vice Chair.

Director Meline nominated Director Cabrera-Sanchez for Vice Chair.

Director Meline declined the nomination.

Director Azimi and Director Cabrera-Sanchez spoke briefly about why they

wanted to serve as Vice Chair.

Director Multani motioned to approve the nomination of Director Azimi as Vice Chair of the Board of Directors; Director Meline seconded the motion.

Vote on the Motion: 12-0-0 Motion Passed.

3. Approve Finance Committee Chair and Vice-Chair for AY 2023-2024

Director Parekh asked for nominations for Chair.

Director Alvarez nominated himself for Chair.

Director Meline nominated Director Cabrera-Sanchez

Director Alvarez and Director Cabrera-Sanchez spoke briefly about why they wanted to serve as Chair.

Ms. Bonakdar motioned to approve the nomination of Director Cabrera-Sanchez as Chair of the Finance Committee; Director Duong seconded the motion.

Vote on the Motion: 12-0-0 Motion Passed.

Director Parekh asked for nominations for Vice Chair.

Director Azimi nominated Director Alvarez for Vice Chair.

Director Meline motioned to approve the nomination of Director Alvarez as Vice Chair of the Finance Committee; Director Multani seconded the motion.

Vote on the Motion: 12-0-0 Motion Passed.

4. Approve Facilities & Programs Committee Chair and Vice-Chair for AY 2023-2024

Director Parekh asked for nominations for Chair.

Director Azimi nominated himself for Chair.

Director Multani motioned to approve the nomination of Director Azimi as Chair of the Facilities & Programs Committee; Director Duong seconded the motion.

Vote on the Motion: 12-0-0 Motion Passed.

Director Parekh asked for nominations for Vice Chair.

Director Azimi nominated Director Duong for Vice Chair.

Director Multani nominated Director Maslic for Vice Chair.

Director Duong and Director Maslic spoke briefly about why they wanted to serve as Vice Chair.

Director Meline motioned to approve the nomination of Director Duong as Vice Chair of the Facilities & Programs Committee; Director Multani seconded the motion.

Vote on the Motion: 12-0-0 Motion Passed.

5. Approve Personnel Committee Recommendation for Committee Chair and Vice-Chair for AY 2023-2024

Director Parekh asked for nominations for Chair.

Director Azimi nominated Director Meline for Chair.

Director Azimi motioned to approve the nomination of Director Meline as Chair of the Personnel Committee; Director Duong seconded the motion.

Vote on the Motion: 11-0-0 Motion Passed.

Absent: Director Multani stepped out of the room during the vote.

Director Parekh asked for nominations for Vice Chair.

Director Azimi motioned to table the item; Director Duong seconded the motion.

Vote on the Motion: 12-0-0 Motion Passed.

6. Approval Audit Committee Recommendation for Committee Chair and Vice-Chair for AY 2023-2024

Director Parekh asked for a motion to approve Director Multani as Chair and Director Sai Mangalarapu as Vice Chair of the Audit Committee.

Ms. Bonakdar motioned to approve Director Multani as Chair and Director Sai Mangalarapu as Vice Chair of the Audit Committee; Director Azimi seconded.

Vote on the Motion: 11-0-0 Motion Passed

Absent: Director Meline left the meeting during the vote.

B. Approve the June 30, 2023 Financial Audit Draft by CohnReznick LLP

1. Required Communications and Audit Results- Fiscal Year 2023 Audit

Ms. Bonakdar explained that the University is reviewing the financial statements at this time so there could potentially be changes requested.

Mr. Alves briefly reviewed the draft report which included the condensed summary of net positions, assets, liabilities and net position, revenues and expenses. and the OPEB plan.

Mr. Alves answered questions from the committee which include that the Student Union did contract the actuarial services for review of the compliance.

Present: Director Meline returned to the meeting during the vote.

Director Parekh asked for a motion.

Director Multani motioned to approve the June 30, 2023 financial audit draft; Director Meline seconded the motion.

Vote on the Motion: 12-0-0 Motion Passed

C. Adopt CalPERS Change Resolution to the Employer Health Benefit Contribution

The Student Union received notification that the cost for health benefits are increasing. Three options were presented to the Personnel Committee for review. The Committee approved an 11.43% change to the employer contribution amount.

Staff answered questions from the Committee which included that the plans presented were chosen by the employees in 2023.

Director Parekh asked for a motion.

Director Meline motioned to adopt the CalPERS Change Resolution; Director Daniels seconded the motion.

Vote on the Motion: 10-0-0 Motion Passed

D. Approve Student Union Board of Directors Chair on the Executive Director's Expenses and Board of Directors Vice Chair as Designee

Ms. Burke explained the process of fiduciary responsibility of the Board Chair as the second signature on any of the Executive Director's expenses and the Vice Chair as Designee.

Director Parekh asked for a motion.

Director Azimi motioned to approve the Board of Directors Chair on the Executive Director's expenses and Board of Directors Vice Chair as Designee; Director Duong seconded the motion.

Vote on the Motion: 10-0-0 Motion Passed

IX. DISCUSSION

A. Safety and Security Update

Director Parekh requested that this item be moved to the next meeting

X. EXECUTIVE DIRECTOR REPORT

Ms. Burke reported the SU Audit is near completion and final supplemental documents are being reviewed by the university. Ms. Burke reported that the university has asked to have the FY 23-24 Budget reformatted for presentation to the president review. She and the Director of Finance, David Alves noted that in the budget presentation, between \$1.5 million and \$2 million is retained at the end of the year to fund operating expenses for July and August. She noted that as of August 15, 2023, the FY 23-24 Budget has not been approved or signed, and the Student Union has not received its budget for the year from the University to date. She assured the Board that the Student Union is working with their Vice President representative to make sure that they have a zero balance at the end year. The University and Vice President were informed that when the Student Union runs out of money, on 8/15 there is no more money. Ms. Burke notified the Vice President and shared the Cash Flow Expense Report for the Student Union's accounting from July until August 15th and that the budget needs to be approved to meet payroll on August 30th for 400 employees. Multiple notices were sent requesting funding to meet the payroll obligation of the Student Union. In absence of receipt of funding, Ms. Burke made an executive decision three days before payroll was due to take \$500 thousand out of the reserves in order to make payroll. The reserves were reduced from \$5.3 million to \$4.8 million. Ms. Burke is on the President's agenda next week to present the FY 23-24 budget for review. A \$2M one-time

operating funds was delivered to the Student Union on 9/8, until the budget is approved/signed.

The Student Union is in preliminary processes of an auxiliary audit by the California State University. The Executive Director Summary has been submitted for further review. From what Ms. Burke is hearing from the campus audit committee representative, the audit may be conducted next year.

H.R. Strategies Inc. was hired to review the position descriptions and compensation. The Personnel Committee will review the compensation model and grade model before it's brought to the Board for consideration which will hopefully be sometime in November or December. This may not happen this year but it will help prepare staff for the 2024-2025 budget.

Ms. Burke let the Board know that Richard Bromley, Student Union HR Attorney has passed away after his battle with cancer. Ms. Burke asked the Board to keep him and his family in their thoughts.

XI. COMMITTEE REPORTS (1 minute)

A. Audit Committee

Director Sai Mangalarapu reported that the Committee approved the June 30, 2023 Financial Audit Draft by CohnReznick LLP

B. Facilities & Programs Committee

Director Parekh reported that the first meeting is scheduled for September 20, 2023

C. Finance Committee

Director Parekh reported that the first meeting is scheduled for September 27, 2023

D. Personnel Committee

Director Parekh reported the Committee approved an increase to the employer health benefit contribution for 2024 and also adopted the CalPERS Change Resolution.

XII. BOARD OF DIRECTOR ANNOUNCEMENTS

Director Duong showed his support for the football team and encouraged the rest of the Board to show their support by attending the game on Saturday against Toledo.

Director Parekh thanked the Board for electing him as Chair.

XIII. CLOSED SESSION

A. Personnel Matters

The Board did not require a closed session.

XIV. REPORTING OUT OF CLOSED SESSION

Closed Session was not required.

XV. MEETING ADJOURNMENT

Director Parekh asked if there were any objections to adjourning the meeting. Hearing no objections, the meeting was adjourned at 4:51 p.m.