

**California State University, Dominguez Hills**  
**Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)**  
**Board of Directors Meeting Minutes ♦ Friday, October 5, 2018**

**1) Call to Order and Attendance**

Chairperson Anthony Thompson called the meeting to order at 10:06 am.

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Anthony Thompson	Roshni Thomas	Giselle Atallah	Olympia Woods
Johnathan Thomas	Dr. Stephen Rice	Melissa Bancroft	Deandra Davis
Christian Sanchez Heredia	Nicole Rodriguez	Jaime Leal	Katherine Rebuck
L. Celina Valadez	Kelsie Shawver		Steven McCain
Daylin Joseph			
Tamala Lewis			
Daniel Cutrone			
Richard Chester			
Christian Jackson			
Homaira Masoud			
Cecilia Ortiz			
Adam Kasarda			
Matthew Smith			
Erick Garcia			

ASI President Christian Jackson and ASI Representative L. Celina Valdez arrived at 10:07am

**2) Approval of Agenda**

Academic Senate Representative Daniel Cutrone moved to approve the agenda for the October 5, 2018 board meeting. Student-at-Large Christian Sanchez Heredia seconded the motion. The motion passed unanimously.

*Motion passed. 8-0-0.*

**3) Approval of Minutes**

Academic Senate Representative Daniel Cutrone moved to approve the minutes for the September 7, 2018 board meeting. ASI President Christian Jackson seconded the motion. The motion passed unanimously.

*Motion passed. 8-0-0.*

**4) Chairperson's Report**

Chairperson Anthony Thompson reported that he is continuing his work and doing whatever he can to support the Union's mission. He has represented the Union in meetings with University personnel, recruited students to participate in the Board of Directors, and attended all advisory committee meetings. He continues to work on achieving the Student-at-Large goals set at the start of the academic year.

**5) Director's Report**

Director Cecilia Ortiz reported that interviews for the Building Maintenance Assistant search will be conducted in October. Director Ortiz reported that equipment was installed in the Nap Room and that the equipment is ready for use. Currently, the LSU is trouble-shooting software. Once complete, a testing phase will be conducted.

Director Ortiz reported that construction has started in LSU room 215. This location will serve as the new home of The Village LGBTQIA2 + Resource Center. It is anticipated that construction will last four to six weeks. Director Ortiz announced an opportunity for student board members to attend the 2018 ACUI Regional Conference. If interested in attending, they may apply by the deadline.

**6) Personnel Committee Report**

The Personnel Committee met on September 10, 2018. The committee discussed setting goals and went over the Employers Group Guide. The committee is looking to finalize goals for the 2018-2019 academic year as well moving to develop strategies for each of these goals.

The committee had no recommendations for the October 5, 2018 Board meeting. The next committee is on October 8, 2018.

**7) Facility Use Committee Report**

The Facilities Use Committee met on September 14, 2018. The committee reviewed the outdoor furniture that was installed in the summer, discussed their 2018-2019 committee and how to accomplish them. The committee also reviews possible terrace top shade options. Lastly, they concluded the meeting with a walk through of the facility and an overview of LSU daily operations.

The committee had no recommendations for the October 5, 2018 board meeting. The next committee meeting is on October 12, 2018 at 3:00pm in LSU room 323.

**12) New Business**

**a. Financial Audit Report FY 17-18**

Steven McCain, CPA at Vasin, Heyn & Company presented the LSU financial statements for fiscal year 2017- 2018. Mr. McCain stated that the financial statements are consistent with generally accepted accounting principles and reported an overview of financial changes in comparison to the prior fiscal year.

Alumni Representative Erick Garcia arrived at 10:18 am.

In 2018, total assets increased and total liabilities decreased, placing the LSU in a healthy net position of \$3,175,558. As referenced in the statement of net position, there was an increase in operating revenues, a result from an increase in enrolled students in 2018. Due to increases in salary and minimum wage, LSU operating expenses subsequently increased. Overall, the LSU experienced an increase in net position, an indication that the LSU is a healthy organization, which took in more revenue than expense.

ASI President Christian Jackson moved to accept the Financial Audit Report FY 2018-2019. Community Representative Tamala Lewis seconded the motion. The motion passed unanimously.

*Motion passed 9-0-0.*

**8) Finance Committee Report**

The Finance Committee met on September 19, 2018. The committee discussed committee goals (increasing committee membership, providing development opportunities for members, and reviewing fiscal policies), strategies on how to accomplish the goals and ways to assess these accomplishments.

Strategies include themed mixers for recruitment, collaboration with CBAPP, post informational flyers, presentations for committee members, having a pre and post assessment for committee members, and etc. In further committee meetings, the committee hopes to start incorporating ratios

in their analysis of organizational health when reviewing financial statements to provide a clearer picture when presenting financial reports.

The committee had no recommendations for the October 5, 2018 board meeting. The next committee meeting is on October 17, 2018 at 3:00 pm in LSU room 323.

**9) Audit Committee Report**

The Audit Committee met on September 20, 2018. The engagement firm presented the financial statements and results of the 2017-2018 Financial Audit to the committee. The committee voted to forward the financial statements to the board for approval. Upon approval from the board, a copy of the LSU financial statements will be sent to the CSU's Chancellor's Office for filing.

**10) Public Comment**

There were no public comments.

**11) Old Business**

**a. BOD Goals for the Year**

Chairperson Anthony Thompson gave an overview of the suggested Board of Directors Annual Goals for 2017-2018 academic year: 1) Encourage faculty to be more involved with the union. 2) Recruit more students to be involved with the BOD. Have a minimum of five student members in each sub-committee. 3) Complete a feasibility study for union expansion. 4) Augment communication with ASI by scheduling monthly meetings between both auxiliaries.

ASI President Christian Jackson moved to approve the BOD goals for the 2018-2019 academic year. Student at Large Christian Sanchez Heredia seconded the motion. The motion passed unanimously.

*Motion passed 9-0-0.*

**12) New Business**

**b. Union Expansion**

Chairperson Thompson prompted the discussion to start a feasibility study for union expansion. Chairperson Thompson stated that the LSU is sized to serve 12,000 students, however more than 12,000 students utilize the facility and its services. The union is in need of an expansion as it has outgrown its capacity to accommodate all students on campus. Discussion of an expansion are necessary because the student population will continue to grow. Based on the CSUDH master plan, the union may expand to the land where the College of Education building is currently located.

Director Cecilia Ortiz clarified that the subject was brought to board attention to discuss if the LSU should initiate the process of expansion. The process would involve coordinating with the University to find out what changes might occur during the next few years (other fee increases, construction on new buildings, etc.). The next steps would be finding a firm to conduct a feasibility study to collect data on students' wants and needs, what the expansion would entail, where to expand, cost of expansion, etc. The process would be similar to a previous feasibility study, which may include town hall meetings, focus groups, and surveys from all enrolled students to get qualitative and quantitative data for the proposed project.

Academic Senate Representative Daniel Cutrone inquired about the cost of doing the feasibility study and if the LSU had enough money to start the process. Director Ortiz responded that the LSU has money set aside for starting new projects, the cost contingent on the scope of the study. University President (Designee) Richard Chester suggested that the project start immediately because it is a lengthy process. The board discussed creating a committee to discuss the many dynamics of this project. The committee would then bring a recommendation to the board at the next meeting.

ASI President Christian Jackson moved to approve an Ad Hoc committee to review feasibility study options and to provide a recommendation to the board. Student-at-Large Christian Sanchez Heredia seconded the motion. The motion passes unanimously.

***Motion passed 9-0-0.***

Chairperson Anthony Thompson, Vice Chairperson Johnathan Thomas, Student-at-Large Christian Sanchez Heredia, Alumni Representative Erick Garcia, ASI Representative Daylin Joseph, ASI Representative L. Celine Valadez, and Director Cecilia Ortiz joined the Ad Hoc Committee.

**c. Welcome Luncheon with President Parham**

Chairperson Anthony Thompson shared the outcome of the luncheon with University President Thomas A. Parham. This luncheon was an opportunity for the president to meet LSU staff, board members, student assistants, and alumni; as well as gain an overview of the value that the LSU provides students. Vice Chairperson Johnathan Thomas reported that President Parham discussed his vision for the University. The first related to the University Strategic Plan, President Parham goal is to achieve maximum congruence with the plan and to identify maximum alignment achieved with student input. The second related to Student Success, to ensure that money spent must align to student success and to grow the campus' residential population to 1/3 of the overall campus population. The third related to making CSUDH a Destination Campus, using the T2 initiative (Transform Lives that Transform America), diversifying enrolled student, and possibility introducing a recreation & wellness center. Lastly, the last goal President Parham has for the campus is to Cultivate Investment on Campus by recruiting donors to produce more initiatives, buildings, and services for students.

University President (Designee) Richard Chester stepped out at 11:00 am.

University President (Designee) Richard Chester stepped in at 11:05 am.

**d. Dining Services Report**

Campus Dining staff Olympia Woods and Ed Fimbres presented the changes made to dining operations based on feedback and research. In February 2018, Campus Dining conducted small surveys and facilitated five food advisory forums. Simultaneously, the LSU conducted a facility survey which included a section on food needs. Based on the feedback, Campus Dining has revamped Toro Fresh; an operation that was last in generating revenue has become second. With the Johnnies exit, a new pizza oven was purchased. The artisan pizza is currently being sold in 1910 Café and Lounge for \$2.00 a slice, making it an affordable pizza option for students. The entire

Campus Dining program has seen a 33% percent increase and has observed a new peak period (2:00 pm-4:00 pm). Campus Dining is confident they can meet the needs of the campus community.

**e. Starbucks**

An update related to the Starbucks project was shared with the board. Foundation is currently having difficulties identifying a location. Conversations keep occurring around why Starbucks should be in 1910 Café and Lounge, if it can work in the former Jamba Juice space, and if it should be in the LSU. On October 11, 2018, a group comprised of campus constituents (University Advancement, faculty, LSU, and Foundation representatives) will gather to finalize a recommendation. The group will meet with the University President on November 5, 2018 to share the recommendation.

The board discussed the location options for the Starbucks operations. The board consensus is that 1910 Café and Lounge is the top location choice. In the former Jamba Juice space, the Starbucks plans were not going to fit in the designated footprint. The current 1910 Café and Lounge operation is an under performer and the space is underutilized. The 1910 Café and Lounge space can provide an opportunity for Starbucks to operate outside of LSU operating hours, increasing its accessibility to students.

**13) Public Comment**

There were no public comments.

**14) Announcements**

The next Board of Directors meeting is November 2, 2018 at 10:00 am in LSU room 324-325.

**15) Adjournments**

Chairperson Anthony Thompson adjourned the meeting at 11:50 am.

**Approval of minutes:** \_\_\_\_\_ or \_\_\_\_\_  
Secretary, Kelsie Shawver Chairperson, Anthony Thompson

**Date of approval:** \_\_\_\_\_