

STUDENT UNION, INC. BOARD OF DIRECTORS

Meeting Minutes

February 27, 2025

1:30 PM - 3:00 PM

In-person: Student Union Building, Conference Room 6

Voting Members Present: Kathryn Blackmer-Reyes, Aniya Dogra, Justin Duong, Siya Johal, Ariana Lacson, Sarab Multani, Maureen Pasag (BOD Designee), Karthika Sasikumar, Ph.D., Erik Rodriguez, Jayeesh Tarachandani, Aditya Vishwakarma
Voting Members Absent: Mari Fuentes-Martin, Ed.D., Leo Lebedenko
Updated Attendance: Aditya Vishwakarma left the meeting at 2:20 PM
Non-Voting Member Present: Aaron Burgess

I. CALL TO ORDER

Director Dogra called the meeting to order at 1:38 p.m

II. ROLL CALL

A verbal roll call was completed. Quorum met.

III. APPROVAL OF FEBRUARY 27, 2025 AGENDA

Director Dogra asked for any changes to the agenda.

Director Dogra asked for a motion to approve the agenda with the recommended change.

Director Duong motioned to approve the agenda; Director Johal seconded the motion.

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

IV. APPROVAL OF JANUARY 23, 2025 REGULAR MEETING MINUTES

Director Dogra asked for any changes to the minutes.

Director Dogra asked for a motion.

Director Johal motioned to approve the meeting minutes; Director Lacson seconded the motion.

Vote on the Motion: 9-0-1 **Motion Passed**

Abstain: Director Lacson

V. PUBLIC FORUM

No public comments.

VI. DISCUSSION/ACTION ITEMS

A. Approve Request to Purchase Tables, Chairs, and Umbrellas

A request was made by the University for the Student Union to purchase tables, chairs, and umbrellas, for events on the Paseo, in order to reduce long-term rental costs for campus events. The Student Union will purchase and manage the inventory due to its efficiency in handling event logistics. The \$80,000 cost will be recovered over seven

years through rentals to university departments, while student organizations can use the furniture for free. Items will be integrated into the event reservation system for use.

Staffing for setup and breakdown is still being discussed, with estimated labor costs of \$30 per hour. The initiative will create student employment opportunities but has raised concerns about funding, as some believe the financial burden should be shared more evenly across departments rather than relying solely on the Student Union.

Director Dogra asked for a motion.

Director Duong motioned to approve the request to purchase tables, chairs, and umbrellas; Director Johal seconded the motion.

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

B. Approval of Ad Hoc Committee Formation and Member Selection for Student Board Member Interviews

It was noted that the Personnel Committee would not have a quorum to schedule student board of director candidates due to current student committee members reapplying for a second term on the board. As a result, an Ad Hoc committee was proposed to manage student board member interviews. There are six open positions—one due to graduation in the spring and five from expiring terms—along with two vacant traineeship positions. The Ad Hoc committee will need at least one student board member.

Director Dogra asked for a motion.

Director Duong motioned to approve the Ad Hoc committee formation and member selection for student board member interviews; Director Rodriguez seconded the motion.

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

C. Approve Vice-Chair of the Audit Committee

Director Dogra asked for nominations for Vice Chair.

Director Lacson nominated himself for Vice Chair.

Director Dogra asked for a motion to approve Director Lascon as Vice Chair.

Director Duong motioned to approve the nomination of Director Lascon as Vice Chair of the Audit Committee; Director Tarachandani seconded the motion.

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

VII. DISCUSSION ITEMS

A. Response to the CSU Audit

Mr. Burgess explained the responses to the CSU Audit, which addressed several key findings and the corrective measures taken. Notable issues included an outdated custodial contract, inadequate waiver tracking for the recreation center, and improper background checks for club sports coaches—all of which have been rectified through updated contracts, the implementation of new waiver tracking software, and the establishment of proper onboarding procedures. The Student Union has transitioned to Fusion, a cloud-

based system, to efficiently track waivers, ensuring that every student signs a new waiver each semester and eliminating the issues previously caused by paper forms.

B. Review Memo from President Teniente-Matson, Rescinding of Papazian Letter Dated 12.02.2021

Mr. Burgess discussed a previous memo that set a cap on the Student Union's reserves, limiting the reserves to \$4.5 million dollars for operating costs and \$750,000 dollars for furniture replacement. He explained that a new memo from President Teniente-Matson now offers more flexibility in managing these reserves. Mr. Burgess noted that plans for ongoing discussions with the university aim to improve transparency and collaboration in reserve management. Additionally, he highlighted that the new operating agreement enhances student involvement in decision-making, fostering a student-centered approach for the Student Union, Event Center, and SRAC.

VIII. INFORMATION ITEMS

A. Draft Tax Return for the Year Ended June 30, 2024

The board reviewed the draft tax return for the fiscal year ending June 30, 2024. The Student Union must file five documents—two federal and three state—to ensure compliance. Key filings include the Federal 990 form, which reports unrelated business income, but after expenses, no taxable net income was reported. State filings mirror the federal ones, with an additional \$400 fee for the Attorney General's office. The Finance Committee had previously reviewed the documents, and no further concerns were raised.

B. 2023-2024 Student Union Annual Report

The 2023-2024 Student Union Annual Report has been completed and will be available on the website. This report, created by the Marketing Team, highlights key achievements, financial statements, and operational updates across various departments, including human resources, event services, recreation, and club sports. The report showcases significant growth, with a 300% increase in activity in AV and event services and a 42% rise in programming participation compared to the previous year. It includes infographics and comparisons to illustrate the progress made in serving students and the campus community. The goal of the report is to effectively communicate the Student Union's impact and ongoing efforts.

IX. EXECUTIVE DIRECTOR REPORT

Mr. Burgess reflected on his tenure, expressing pride in the Student Union's progress and staff dedication. He noted that staffing requests may evolve under new leadership and thanked the board for their collaboration, wishing them continued success.

X. COMMITTEE REPORTS (1 minutes)

A. Audit Committee

Director Dogra reported that the committee will be meeting next week to approve the Engagement Letter for the 24/25 financial audit.

B. Facilities & Programs Committee

Director Duong reported that Nvidia moved the GTC conference to the SAP Center but will be holding a watch party at the Event Center on March 18th. The keynote speaker will be live streamed and there will be guest speakers.

C. Finance Committee

Director Vishwakarma had no report.

D. Personnel Committee

Director Dogra reported that Dr. Felix was approved as the new Executive Director. The committee also approved the automatic enrollment of a 4% deferral for new full-time hires into the 403(b) retirement plan, with an opt-out option. Current staff can still choose to opt into the program.

XI. BOARD OF DIRECTOR ANNOUNCEMENTS

Director Multani thanked Mr. Burgess for his leadership and outstanding work, which was met with a round of applause in his honor.

XII. MEETING ADJOURNMENT

Director Dogra asked for a motion to adjourn the meeting.

Director Duong motioned to adjourn the meetings; Director Lacson seconded the motion.

Vote on the Motion:

9-0-0

Motion Passed.

Meeting adjourned at 2:37 p.m.

Signature: _____



Date: 04.17.2025

Sarab Multani, Board of Director Chair