

California State University, Dominguez Hills
Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)
Board of Directors Meeting Minutes ♦ Friday, November 4, 2022

1) Call to Order and Attendance

Vice Chairperson Emily Rangel, called the meeting to order at 10:08 a.m. The meeting was held via video conferencing and in person due to the COVID-19 pandemic.

| <u>Present</u> | <u>Absent</u> | <u>Staff</u> | <u>Guests</u> |
|---------------------|-----------------|-------------------------|------------------|
| Cecilia Ortiz | Tony Jake | Damesha McKnight | Ed Fimbres |
| Tamala Lewis | David Gamboa | Jaime Leal | Angel Salvador |
| Emily Rangel | Alex Lan-Powell | Amy Torres | William Franklin |
| Edgar Mejia-Alezano | | John Stigar | |
| Dr. John Menary | | Melissa Bancroft | |
| Mayra Soriano | | Victor Gonzalez | |
| Alex Alvarado | | Daijah Johnson | |
| Matthew Smith | | Alejandro Herrera | |
| Nate Dotti | | Jose Martinez Gutierrez | |
| Erick Garcia | | Natalie Tapia | |
| | | Khoi Pham | |

2) Approval of Agenda

Executive Director, Cecilia Ortiz requested a motion to amend the agenda and add BOD Recruitment as agenda item 9c. or 9e.

Alumni Representative, Erick Garcia moved to amend the agenda and add BOD Recruitment as item 9e. Academic Senate Representative, Dr. John Menary seconded the motion.

The motion passed.

Motion passed. 8-0-0

ASI President Obioha Ogbonna arrived at 10:18 a.m.

3) Approval of Minutes (October 7, 2022)

ASI Representative, Edgar Mejia-Alezano moved to approve the minutes from the October 7, 2022, Board meeting. ASI Representative, Alex Alvarado seconded the motion.

The motion passed.

Motion passed. 7-1-0

4) Chairperson's Report

Chairperson's report was skipped due to Chairperson Alex Lan-Powell's absence.

5) Executive Director's Report

Executive Director, Cecilia Ortiz shared building counts so far this semester. There has been a total of 344, 648 visitors so far this semester. The peak traffic is during the lunch hour with 503 guests in the building. The peak month so far has been September with 131, 350 visitors. Executive Director introduced the newest professional team members of the LSU including Khoi Pham, Business Operations Manager; Jesse Anes, Building Maintenance Supervisor; Jose Martinez Gutierrez, Building Maintenance Assistant; and Natalie Tapia, HR Generalist & Executive Assistant.

6) Facility Use Committee Report

The Facility Use committee reported that they met on October 10th and discussed office space 115A which the Board will decide on.

7) Finance Committee Report

The Finance committee met in October and discussed the first quarter budget for the 2022-2023 fiscal year which will be presented to the Board.

8) Public Comment- Agenda Items

There were no public comments.

9) New Business

a. FY 2022-2023 Quarter 1 Budget Report

Assistant Director, Jaime Leal presented the first quarter budget report for the 2022-2023 fiscal year. The total revenues are at 1% year to date actuals in relation to the approved fiscal year budget. Total operational expenses are at 14% year to date actuals in relation to the approved fiscal year budget. Repairs & Maintenance are at 17% for the year. Event costs are at 33% year to date actuals due to the LSU 30th celebration. Total revenues are at 1% compared to total operational expenses at 14% primarily due to student fees not being collected yet.

b. LSU Space 215A

Assistant Director, John Stigar shared that Foundations is looking to occupy office space 215A. Executive Director Cecilia Ortiz shared that currently Foundations is subleasing to Aramark due to their contract to run campus dining operations. LSU management wants a Foundations manager on site to monitor Aramark since the original lease is with Foundations.

ASI Representative, Alex Alvarado moved to approve Foundations to occupy office space 215A. ASI Representative, Edgar Mejia-Alezano seconded the motion.

The motion passed.

Motion passed. 8-0-0

c. Affinity Space Planning

Executive Director, Cecilia Ortiz shared insight relating to the affinity space planning conversations throughout the campus. The Facility Use committee has had conversations about the API center and have found a short-term solution to address student needs. The committee identified meeting room 130 as a possible space for the API center while a long-term solution is identified. Executive Director, Cecilia Ortiz shared that Chairperson, Alex Lan-Powell and she sent a memo to Dr. Franklin stating what the Loker Student Union wants from the University regarding the culture & identity centers.

d. NEXT30 Project Update

Temporary Administrative Assistant, Amy Torres shared the progress made for the LSU NEXT30 Project. The LSU 30 is a time of celebration and reflection of all the services that the LSU has been able to provide to students. Now looking forward to the next 30 years and how the LSU can enhance the student experience they have launched the LSU NEXT30 Project. The LSU has hired advisory firm Brailsford & Dunlavey to assist with the planning for the next 30 years. A core team and project team has been established to discuss plans, next steps, and updates. Focus groups have been held to engage students about their student union needs and preference to give a better understanding of needs of the campus community. A Strategic Asset Value session was held with students and the project team to go over exercises to ensure strategic objectives for the LSU are identified. The next steps include the Student Survey, Demand Analysis, Outline Programming, Capital Budgeting, Financial Analysis, and Decision Support & Documentation. During the Decision Support & Documentation phase the Board will decide on what steps to take based on the results of the student survey.

e. BOD Recruitment

Assistant Director, Melissa Bancroft shared plans for BOD recruitment. A Student-at-Large position is still open which means that the recruitment process can begin as soon as possible. A promotional BOD video was shown which included current Student-at-Large members. Melissa shared some zoom backgrounds that could be used in different meetings outside of any Board meetings. The backgrounds could spark interest to different participants in a zoom meeting to start a conversation about the Board of Directors.

10) Public Comment

11) Announcements

No announcements.

12) Adjournment

Vice Chairperson Emilyn Rangel adjourned the meeting at 11:57 a.m.

Approval of minutes: _____ Or _____
Secretary Chairperson, Alex Lan-Powell

Date of approval _____