

California State University, Dominguez Hills
Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)
Board of Directors Meeting Minutes ♦ Friday, December 4, 2020

1) Call to Order and Attendance

Chairperson, Anthony Thompson, called the meeting to order at 10:08 a.m. The meeting was held via video conferencing due to the COVID-19 pandemic.

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Anthony Thompson Angel Salvador Blake Anger Lola White Zack Ritter John Menary Tamala Lewis Rihab Shuaib Katie Robinson Adam Kasarda Cecilia Ortiz Matthew Smith Deborah Robinson	Roshni Thomas Esmeralda Mendoza Dr. Ruttanatip Chonwerawong (Dang) Erick Garcia	John Stigar Jaime Leal Giselle Atallah Victor Gonzalez Melissa Bancroft	Deb Wallace Marci Payne

2) Approval of Agenda

Community Representative Tamala Lewis moved to approve the agenda for December 4, 2020. ASI Representative Lola White seconded the motion.

The motion passed unanimously.

Motion passed. 6-0-1

3) Approval of Minutes

ASI President Rihab Shuaib moved to approve the minutes from the November 6, 2020 Board Meeting. ASI Representative Lola White seconded the motion.

The motion passed unanimously.

Motion passed. 6-0-1

4) Chairperson's Report

Chairperson Thompson reported he has done whatever he can to support the Board and the LSU's mission by attending subcommittee meetings, Chair the Facilities Use Committee, and meet biweekly with the Director.

5) Director's Report

Director Cecilia Ortiz reported the Personnel Committee is reviewing the Board of Directors student-at-large program. The committee plans to gain understanding of barriers and challenges for students. All in efforts to attract student applicants, and support students during their respective term on the Board.

Director Ortiz announced contractors have broken ground on the 1910 (Toro Café) project. The LSU expects delivery of main level furniture (including food court dining furniture) in February 2021.

6) Facilities Use Committee Report

The Facilities Use committee met on November 23, 2020. The committee discussed committee goals and recruitment.

7) Finance Committee Report

The Finance Committee meeting met on November 15, 2020. The committee reviewed the quarterly financial report, and discussed recruitment efforts.

8) Public Comment

There were no public comments.

9) Old Business

a. Secretary Appointment

ASI President Rihab Shuaib moved to table Secretary Appointment. Community Representative Tamala Lewis seconded the motion.

The motion passed unanimously.

Motion passed. 7-0-0

10) New Business

a. Removal of Student-at-Large

The board discussed the importance of maintaining equitable treatment of Board members, and maintaining an active student voice on the Board. Director Ortiz shared that the LSU is a student asset and as such needs a student majority voice on the Board to guide the use of student assets.

Esmeralda Mendoza Ortiz has missed two Board of Directors meetings, committee meetings, and has not responded to numerous attempts to contact. The Board discussed the importance of maintaining equity with a similar case earlier in the academic year. The Board discussed sending a letter correspondence as a final effort to reach Esmeralda Mendoza Ortiz.

The Board further discussed ways to prevent a reoccurrence of disengaged student-at-large members such as trainings and leadership development opportunities. Director Ortiz informed that the Personnel Committee plans to recommend changes to the student-at-large program in order to alleviate barriers and challenges.

ASI Representative Lola White moved to send a letter correspondence to Esmeralda Mendoza Ortiz, in the case of no response the LSU would open the position. ASI President Rihab Shuaib seconded the motion.

The motion passed unanimously.

Motion passed. 7-0-0

b. Student-at-Large Appointments

ASI Representative Lola White moved to table Student-at-Large Appointment. Community Representative Tamala Lewis seconded the motion.

The motion passed unanimously.

Motion passed. 7-0-0

c. Advisory Committee Chairperson Appointments

ASI Representative Lola White moved to table Advisory Committee Chairperson Appointments. ASI President Rihab Shuaib seconded the motion.

The motion passed unanimously.

Motion passed. 6-0-1

University President Designee Deborah Roberson arrived.

d. Advisory Committee Recruitment

The Facilities Use Committee shared their goal to recruit two student members. The committee asked the Board to assist with recruitment and encourage general students to join the Facilities Use Committee. In efforts to recruit members, the committee shared their main responsibilities: to make facility recommendations such as space designations to the Board of Director. As well as assessing facilities trends and recommend appropriate changes to the facility or policies. John Menary and Lola White shared their interest in joining the facility use committee.

The Board also took the opportunity to share the focus of the Finance and Personnel committee in order to help recruit student members to their respective committees. The Finance Committee main focuses are on fiscal policies, organizational budgets, and the organization's long-term financial plan. They review future expenses and liabilities, and generate a plan to meet those obligations. They also recommendation finance related policies such as segregation of duties, gift giving, and hospitality. Lastly, they review in detail and recommend the LSU operating budget. The Personnel Committee's focus are the HR practices of the organization such as treatment of employees, employee handbook, serve as initial workgroup for establishing positions, organizational chart, salary grands and ranges, and facilitate the annual Director's evaluation. Additional BOD responsibilities and information are located on the LSU website.

The Board requested a recruitment email template that includes the Board meeting schedule, application and web links, and description of each committee.

11) Public Comment

There were no public comments.

12) Announcements

Director Oritz expressed her appreciation for all Board members and guests for their dedication and attendance.

Assistant Director, Engagement & Development Melissa Bancroft informed that the LSU plans to run an Instagram campaign showing the continued progress of the 1910 project. She also shared that the LSU Out of the Box series in November was a success, as there were 40 students participating in a shared cooking session.

Director Ortiz announced plans to install a tent and fence for the Toro Touchdown in December.

The next Board of Directors meeting will be Friday, February 5, 2020 at 10:00 a.m.

13) Adjournment

Chairperson Anthony Thompson adjourned the meeting at 11:24 a.m.

Approval of minutes: _____ or _____

Secretary

Chairperson, Anthony Thompson

Date of approval:
