

California State University, Dominguez Hills
Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)
Board of Directors Meeting Minutes ♦ Friday, June 4, 2021

1) Call to Order and Attendance

Chairperson, Anthony Thompson, called the meeting to order at 10:06 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	Tamala Lewis	John Stigar	Alejandro Herrera
Angel Salvador	Deborah Roberson	Jaime Leal	Deborah Wallace
John Curiel	Zack Ritter	Giselle Atallah	Djeneba Ahouansou
Jonathan Molina Mancio		Melissa Bancroft	Evelyn Rosales
Lola White		Israel Sandoval	Jasmine Heredia
Erick Garcia		Victor Gonzalez	Lizbeth Reyes
John Menary			Marci Payne
Dr. Ruttanatip			Megan Tagle Adams
Chonwerawong (Dang)			
Rihab Shuaib			Rasheedah Shakoor
Cecilia Ortiz			Shamshad Elimu
Adam Kasarda			Shayna Sanders
Katie Robinson			Yesly Lopez
Matthew Smith			Ana Miriam Barragan
Roshni Thomas			

2) Approval of Agenda

Alumni Representative moved to strike item 12.e and approve the agenda for June 4, 2021. ASI Representative Lola White seconded the motion.

The motion passed.

Motion passed. 7-0-0

ASI President Rihab Shuaib arrived.

3) Approval of Minutes

Secretary John Curiel moved to approve the minutes from the May 7, 2021, Board Meeting. Dr. Dang seconded the motion.

The motion passed.

Motion passed. 8-0-0

4) Chairperson's Report

Chairperson Thompson reported he supported the Board and the LSU's mission by actively recruiting for the BOD, participating in meetings with the Director, and attending subcommittee meetings.

5) Director's Report

Director Cecilia Ortiz thanked the Board for their attendance and participation throughout the academic year. Director Ortiz reported the LSU is in process of its annual financial audit and actuarial study which determines the contribution for post-employment benefits. During year-end, the LSU continued facility improvement projects such as the Café Toro project which is scheduled for completion in mid-June. The LSU painted the main level of the LSU and planned to install patron counters to accurately analysis traffic flow. To celebrate such an important milestone, the LSU provided "Toro Grad" hats at the 2020 and 2021 commencement events. The LSU hosted its annual graduate acknowledgement event for graduating student assistant employees.

6) Finance Committee Report

The Finance Committee met on May 26, 2021. The committee discussed the informational tax return and 2021-2022 operating budget.

7) Facility Use Committee Report

The Facility Use Committee met on May 27, 2021. The committee discussed updates to the Café Toro Project, tenant designation and relocation of suites 110, 111, and 215.

8) Personnel Committee Report

The Personnel Committee met on June 3, 2021. The committee discussed the Temporary Marketing Coordinator position, Director Evaluation, annual recognition plan, and conducted Student-at-Large interviews.

9) Audit Committee Report

The Audit Committee met on May 27, 2021. The committee met with the Clifton Larson Allen auditors to review the framework for the 2020-2021 audit.

10) Public Comment

Toro Dreamers Success Center (TDSC) peer mentor Yesly Lopez advocated for the relocation of the TDSC. The relocation would allow for students and individuals seeking legal services to do so in confidence.

TDSC Program Coordinator Ana Miriam Barragan shared the TDSC serves students, faculty, staff, and their families. TDSC employs two full-time staff, five student assistants, one graduate intern, one immigration attorney, and one paralegal. As well in the process of hiring one legal assistant, and one work study student assistant. As the team grows and provides one-on-one services having ample and private space to conduct confidential and adequate services for students.

TDSC Assistant Lizbeth Reyes Castaneda shared how the TDSC spaces gets impacted and crowded with students seeking services and support. Students would often have to wait and use spaces outside of TDSC. Which made it difficult to provide service, and have students feel comfortable disclosing confidential matters.

11) Old Business

a. Director Evaluation

ASI President Rihab Shuaib moved to enter closed session. ASI Representative Lola White seconded the motion.

The motion passed.

Motion passed. 8-0-0

Alumni Representative Erick Garcia moved to approve the Director's Evaluation. Dr. Dang seconded the motion.

The motion passed.

Motion passed. 8-0-0

Alumni Representative Erick Garcia moved to end closed session. Secretary John Curiel seconded the motion.

The motion passed.

Motion passed. 8-0-0

12) New Business

a. **2019 Informational Tax Return (Form 990)**

Executive Secretary for the Finance Committee Jaime Leal and Committee Chair Angel Salvador presented highlights from the 2019 Informational Tax Return reflecting the 2019-2020 fiscal year.

The 990 Tax Return Form discloses the current and prior year financials, the number of employees and volunteers for the LSU, and its program and service accomplishments. The form discloses the number of events in the facility and the significant decline following the COVID-19 pandemic. As well as the intentional shift from in person to virtual events for continued service and support to students.

The form discloses the interaction between committees, policy creation protocols, and its distribution to employees. The form breakdowns the compensation of Board members particularly from related organization. The form details the LSU financial statements, such as revenue, expenses, fixed assets, liabilities, and unrelated business revenue. Which was reported as a loss due to a lack of events in the facility during the pandemic.

b. **FY 2021-2022 Operating Budget**

Executive Secretary for the Finance Committee Jaime Leal presented the 2021-2022 operating budget. The operating budget is based on the following assumptions: the Toro Touchdown Space will remain operational until the end of fall 2021, the LSU and tenant space will reopen in alignment with campus plans in fall 2021, and in spring 2022 the LSU will transition to a seven-day operation.

Secretary John Curiel moved to approve the 2021-2022 operating budget. ASI Representative Lola White seconded the motion.

The motion passed.

Motion passed. 7-0-0

c. **Tenant Interest**

The Division of Student Affairs submitted a Tenant Interest Form to relocate their spaces. The LSU inquired with Foundation management if their current office space and square footage met the current and future operational needs. Foundation is willing to move their offices closer to the dining operations. Thus, the proposed relocation plan encompasses Campus Dining's move to suite 215, the Queer Culture & Resource Center's (QCRC) move to suite 110, and TDSC's move to suite 111.

The Board discussed the benefits of relocating the affinity centers, and the emergence of new affinity centers (i.e. Asian Pacific Islander Resource Center and a Latinx Resource Center) on campus. They discussed the lack of space for new affinity centers, and the responsibility for campus to find adequate space for future and all affinity centers. VP Deborah Wallace shared that construction for any incoming buildings and organizational changes will take at least two-three years. Lastly, the Board discussed the duration of the designation, specifically the pros and cons of a year-to-year or long-term designation.

Dr. John Menary moved to approve designation of suite 110 to QCRC and suite 111 to TDSC through June 30, 2023, and suite 215 to Foundation for Dining Offices. Dr. Dang seconded the motion.

The motion passed.

Motion passed. 6-1-1

d. **Tenant Relocation**

The Board addressed the designation of suite 215 to Foundation for Dining Offices during item 12) New Business c. Tenant Interest.

f. **Organizational Recognition 2020-2021**

The Loker Student Union recognizes Professional Staff for every 5 years of services. The LSU recognized Damesha McKnight for 10 years of service to the LSU.

Secretary John Curiel recognized the Student Directors for their service on the Board of Directors during the 2020-2021 academic. The Board recognized Chairperson Anthony Thompson, Vice Chairperson Angel Salvador, Secretary John Curiel, ASI President Rihab Shuaib, ASI Representative Lola White, and ASI Representative Johnathan Mancio.

Executive Secretary for the Personnel Committee Melissa Bancroft recognized the remaining Board members for their continued service and support on the Board of Directors during the 2020-2021 year. The Board recognized Alumni Representative Erick Garcia, Student Affairs Manager Zachary Ritter, Academic Senate Representative Dr. John Menary, Community Representative Tamala Lewis, University President Designee Deborah D. Roberson, VP Student Affairs Dr. Dang Chonwerawong, VP Administration and Finance Designee Katie Robinson, Director Facilities Planning Roshni Thomas, LSU Director Cecilia Ortiz, Student DisAbility Resource Center Director Adam Kasarda, and AVP Student Life/Dean of Students Dr. Matthew Smith.

AVP Student Life/Dean of Students Dr. Matthew Smith recognized Chairperson Anthony Thompson for leadership and commitment to the Board.

ASI President Rihab Shuaib left.

ASI Representative Lola White left.

g. **Student-at-Large Appointment**

Chair of the Personnel Committee John Curiel recommended Shayna Sanders to be appointed to the Board of Directors. Sanders was allotted time to introduce herself and disclose her future contributions to the Board. Shayna Sanders is an Academic Scholar majoring in Finance. Sanders is highly interested in serving the DH community and sees the importance of the work the Board does for the campus and students. Sanders is excited to be a voice for other students, takes that role seriously, and foresees no concerns with managing the commitment.

The board voted on the appointment of Shayna Sanders to a one-year term.

The vote was conducted by ballot vote. The vote passed.

Vote passed.

13) Public Comment

There were no public comments.

14) Transition

a. **Officer Appointment**

Director Ortiz thanked Secretary John Curiel and Chairperson Anthony Thompson for their service to the Board of Directors. Shayna Sanders assumed her position as Student-at-Large.

Student-at-Large Angel Sandoval self-nominated himself for Chairperson position. Student-at-Large Shayna Sanders second the nomination.

The board voted on the appointment of Chairperson to Angel Salvador.

The vote was conducted by ballot vote. The vote passed.

Vote passed.

The Board postponed the officer appointments of Vice Chairperson and Secretary for the 2021-2022 fiscal year.

b. Advisory Committee Chair Appointments

The Board postponed the chair appointments of the Facility Use, Finance, and Personnel advisory committees for the 2021-2022 fiscal year.

15) Announcements

Dr. John Menary thanked former Chairperson Anthony Thompson for his service and commitment to the Board of Directors. Anthony Thompson thanked the Board for the experience he gained being on the Board.

16) Adjournment

Chairperson Anthony Thompson adjourned the meeting at 12:24 p.m.

Approval of minutes: _____ or _____
Secretary Chairperson, Anthony Thompson

Date of approval: _____