



STUDENT CENTER GOVERNING BOARD
March 5, 2009

The Student Center Governing Board at San Francisco State University held a meeting on **Thursday, March 5, 2009 at 9:30 a.m. in the Delmy Rodriguez Room.**

| <u>Members Present</u> | | <u>Members Absent</u> | |
|---|---------------------|-----------------------|-----------------|
| Derek Aitken | Raul Amaya | Linda Buckley | Don Scoble |
| Kit Bomar | Sam Brown | | |
| Tyler Cornfield | Guy Dalpe | | |
| Paloma Dudum-Maya | Will Flowers | | |
| Edwin Johnson | Sokhom Mao | | |
| Jackie Mendez | Darlington Nwaokoro | | |
| John Saadeh | Rebecca Toporek | | |
| <u>Support Staff/Consultants/Presenters</u> | | <u>Guests</u> | |
| Neha Shah | Edina Bajraktarevic | Eric Andres | Jeremy Villaloz |
| Drew Foster | | Sarah Wongking | Jack Mizirawi |
| | | Lily Cortez | |

Recording Secretary: Lori Hostetter
Minutes prepared by: Natalie Christou

- i. The meeting was called to order by Saadeh at 9:36 a.m.**
- ii. Agenda for the meeting of March 5, 2009. Approved by Consensus.**
- iii. Minutes from the meeting of February 5, 2009. Approved as amended.**
 - Change “presentations” to “meetings” on page 10.**
- iv. Public Comment-**

Drew Foster introduced himself to the Board as a representative from the sustainability committee. He informed the Board that the committee has met twice, and explained that members were involved in the Recycle Mania Challenge, a national competition between universities. He added that SFSU had a new campus sustainability coordinator, Caitlin Steel and the committee was working on moving the sustainability website to a more prominent part of the SFSU website: sustainability.sfsu.edu. He informed the Board that if there was anything the Board members would like to pass on to or get from this committee, to let him know.

I. Chair's Report

1. Rec & Wellness partnership development meetings

Saadeh reported on the recent meeting with ASI, Recreational Sports members and Dr. Saffold to discuss partnerships for the operations of the Rec and Wellness Center and how this might work out if the referendum does pass.

Dalpe noted that it is an on-going process, and would take at least three to five more meetings to settle how the dynamics of the relationships will work. He mentioned that the group is trying to create a memorandum of understanding between all three identities, and added that there are two student Board members in on these meetings, as well as ASI student representatives. He informed the Board that the meetings were being held Tuesdays from 2:00-4:00 p.m. and he requested that anyone who wanted to, or know of someone, who wanted to sit in on these meetings to please contact him.

2. Meeting with President Corrigan

Saadeh reported that he was talking to **Bomar** about scheduling a meeting with the President. He noted that there was one meeting every semester and he expressed his opinion that the relationship between the Board members and the President should be strengthened. He encouraged everyone to attend the meeting and to suggest items they would like to see discussed at the meeting. He assured the Board that everyone would be updated as the meeting was finalized.

3. Committee Meeting times

Saadeh reminded the committee chairs to schedule meetings and times with the Governing Board secretaries and to ensure that committee dates and times were solidified each month and consistent.

II. Committee Membership (A)

Brown, the chair of the Community Relations committee, reported that he had confirmed with **Amaya** that he was no longer able to attend the meetings, and had confirmed that **Cornfield** would be able to join.

Motion to approve Tyler Cornfield to Community Relations committee. Moved by Saadeh. Motion passed.

Mendez, chair if the Human Resources committee, requested that **Brown** be added to her committee.

Motion to approve Sam to the Human Resources committee. Moved by Saadeh. Motion passed.

Mendez, the chair of the Native American Mural committee, requested that **Toporek**, April M. from SKINs, Michelle Moriera from SKINs, Nadia Moriera from MeCHa, Dr. Melissa Nelson

from AIS, Phil Clasky from AIS, Aimee Barnes, and Alberto Gonzales from OSPLD be added to her committee.

Motion to approve Toporek, April M., Michelle Moriera, Nadia Moriera, Dr. Melissa Nelson, Phil Clasky, Aimee Barnes, and Alberto Gonzales to Native American Mural committee. Moved by Saadeh. Motion passed.

Dalpe noted that any students joining the committee would need to have their academic standing checked.

Bomar reminded the Board that the Audit committee needs a student member and requested that anyone interested please contact him.

Flowers asked how many students would be needed for the committee.

Bomar replied one would be enough.

Brown asked if **Bomar** could send out the Audit committee meeting times and information about the committee.

Bomar replied in the affirmative.

Dalpe reiterated that the chairs need to work with Governing Board secretaries to set the meeting time for each month.

Nwaokoro exited at 10:01 a.m.

III. Selection of Financial Auditors (A)

Bajraktarevic reported that in 2008 it was determined that the Student Center needed to think about selecting a new auditor, and the Student Center decided to go out with the other auxiliaries for an auditor. She noted that three main firms had submitted proposals. The firm PKF has experience with SFSU in the past but gave a general proposal that didn't completely address the needs of the Student Center, Hood & Strong, the current auditor, serves over thirty universities and is willing to personalize their services, and Vasin Heyn & Co., who serve several other CSU auxiliaries and offered the lowest estimate. She stated that the Student Center felt that Hood & Strong had the best proposal, as did the other auxiliaries, and they were asking the Board for the approval of Hood & Strong to be selected as the auditor.

Mao entered at 10:09 a.m.

Bomar reported that the Audit committee had met on February 17, 2009 to consider the proposals that had already been reviewed by the auxiliaries. Questions had been raised over the low estimate from Vasin, and a background check was performed, and the findings showed that the firm was not providing sufficient staffing for the audits. If additional partners need to be brought in to help cover the workload, the stated costs will rise significantly. Reports from auxiliaries on other campuses indicate that a lot of responsibility fell on the shoulders of the auxiliary who hired them and should have been provided by the auditor. For these, among other

reasons, the Audit Committee was not recommending the auditing firm for the Student Center. He emphasized that the Student Center has a strong working relationship with Hood & Strong and they know the CSU system very well. He indicated that Hood & Strong would be the best value for all the auxiliaries.

Saadeh thanked **Bomar** and **Bajraktarevic** for their information.

Motion to adopt the proposal of Hood & Strong to be the annual financial auditor of the CCSC. Moved by Bomar. Seconded by Aitken.

Saadeh expressed his opinion that Hood & Strong would do a better job, but the price difference between their proposal and Vasin Heyn & Co.'s made it hard to make this decision.

Mao asked if these were the only choices available to the Student Center for an auditing firm.

Bajraktarevic explained that the auxiliaries had solicited eleven auditors, and of those eleven we received three proposals, one from each of the firms mentioned. Some of the eight firms had contacted the Student Center to indicate that they could not provide a proposal at this time.

Aitken stated that Vasin Heyn & Co. had been thoroughly looked into, and they seemed to require a lot of staff time, which is not what the Student Center is looking for.

Bajraktarevic mentioned that from speaking to other Universities that had used Vasin Heyn & Co. it was her understanding that they do not make it easy for an auxiliary to communicate with them, and they are not very involved.

Motion passed.

IV. 2nd Quarter 08/09 Investment Report (A)

Bajraktarevic explained that the Student Center has two investment accounts, a Merrill Lynch account and a Charles Schwab account. She reported that the total portfolio for this quarter had a -14% return, yet despite this the Student Center portfolios still out-performed the market. She noted that each time investment reports are made, the Student Center seriously looks at the investment policy, and currently there is a strong sentiment to review and update this policy. She announced that the portfolio managers would be attending the next finance meeting to begin discussions on that.

Brown asked if he could contact **Bajraktarevic** with information and input regarding the policy update, especially regarding the consideration of socially responsible investing.

Flowers asked if there was a set bottom-dollar amount that the portfolios could hit when the Student Center would decide to stop the investments.

Bajraktarevic replied that this was a decision for the Board to make, and considering the market the portfolio is performing well, despite the losses.

Aitken added that the percentages losses year to date are about 1/3, and the losses compare favorably to what other universities are experiencing right now.

Motion to accept the 2nd quarter investment report. Moved by Aitken. Seconded by Buckley. Motion passed.

V. 2nd Quarter 08/09 Financial Report (A)

Bajraktarevic explained that this report looked at how the Student Center compared to the budget, and that the report is broken down into revenue and expenses, and this quarter is compared to the same quarter last year. She cautioned that it is hard to capture the budget exactly, due to certain things being paid in a lump sum, skewing the way the numbers look. She noted that Muni increased the vendor return per pass and this has brought more revenue, and she mentioned that the DPS fee had not been sent to the Student Center yet, so it has not been paid yet, nor has the utilities bill. She stated that the Student Center has taken a proactive role on spending less all around, including staff dollars and unemployment insurances.

Toporek stated that the DPS fee needs to be looked at.

Dalpe noted that he had heard back that DPS is reviewing the way they calculate the charge and as soon as they are done this presentation will be made.

Motion to adopt the 2nd quarter financial report. Moved by Aikten. Seconded by Mao. Motion passed.

VI. Mid-Year Budget Adjustments (A)

Bajraktarevic explained that these adjustments are made every year around this time to see if the budget is working and departments request balancing of their funds. She noted that all department requests for mid-year adjustments are submitted to herself, and upon approval are then completed by moving money from one area to another, or by debiting funds from one account and crediting another. For example, the accounting department needed an extra \$1,520 for medical coverage expenses and that money was moved from the “computer lab workers compensation line-item” to compensate. Two departments lacked sufficient dollars for FICA, so that was transferred from another area reporting under-usage of FICA dollars. She assured the Board that these changes are not significant, and concluded that the Student Center is staying within the overall budget established for this year.

Motion to adopt the Mid-year budget adjustments. Moved by Aitken. Seconded by Mao. Motion passed.

Aitken thanked **Bajraktarevic** and **Dalpe** for their dedication.

Motion to allow Jimmy Wilder, a Vendor Services committee member, to stay during closed session. Motion approved.

VII. Closed Session- Leases (A)

The Board went into closed session at 10:45 a.m.

The Board came out of closed session at 12:02 p.m.

VIII. Vendor Requests- Menu Additions- Natural Sensations (A)

Jack Mizirawi reported that the menu item he wanted to add was Jello cups and pudding cups, 8oz. per cup, for \$1.25.

Motion to approve menu additions of 8oz. Jello and pudding cups at a cost of \$1.25 for by Natural Sensations. Moved by Amaya. Seconded by Mendez.

Cornfield stated that one of his concerns is that Natural Sensations is a health conscious restaurant, but Jello contains water, sugar, and gelatin, which is not healthy and may not be in line with their product ideals.

Mao expressed his approval of the addition, and stated that he was looking forward to it.

Motion passed with 1 nay.

IX. Pilipino American Collegiate Endeavor Waiver Request- Fall 08 Event Charges- tabled.

X. Pacific Islander Club Waiver Request- Spring 09 Luau Charges

Sara Wongking introduced herself to the Board, and explained that there had been a lot of changes to the organization and the annual event had been moved to April instead of November. She noted that members and participation in the organization have grown, making it a bigger event. Having the luau in the evening instead of the afternoon was another change that had been made and even with funds and tickets sales, the full expenses are still not covered. She explained that this event would be more of a cultural sharing, not showing, meaning that many of the people who will be attending the event will be performing or contributing to the celebration, and will not be charged for a ticket due to these contributions. For that reason PIC is asking the Board to waive the after-hours fee of \$906.00 for Jack Adams Hall for Saturday, April 11, 2009.

Brown stated that considering the fact that PIC approached the Board before the event took place and provided the context, he felt that the Board should consider waiving the fee, especially since it is for such a culturally rich program.

Aitken noted that he enjoys the celebrations from this organization, but stated that his concern was that the Governing Board and the Rules Committee has been working on a process for waiving fees, and until that process is completed he would be voting against the waiving of fees.

Bomar thanked Wongking for her presentation, and asked if the ticket sales give a greater return than anticipated, would the organization consider paying the Student Center back.

Wongking replied that the organization would try.

Mendez asked what the expected revenue was, and if this event is open to the public.

Wongking stated that the organization was expecting 150 guests, not including the people putting on and performing for the event. She explained that this event was being advertised through a network of contacts within other universities as well.

Motion to accept the Pacific Islander Club waiver request for the spring luau. Moved by Brown. Seconded by Amaya. Motion passed with 1 nay.

Saadeh thanked Wongking for her time and for approaching the Board prior to the event taking place.

XI. Committee Reports

Brown announced that the 15th annual Cesar Chavez celebration was coming up and it was going to be a great program. He stated that he would be contacting the Board for outreach for this event and if the Board members could help with promotion, due to the small size of the Community Relations committee, it would be very helpful and much appreciated. He added that the Pilipino mural and Pacific Islander mural celebrations would be occurring soon after the Cesar Chavez celebration, meaning that there was a lot to plan for, so the committee was restructuring the program of annual events and want to let the Board know.

Saadeh thanked **Brown** for his report.

The rest of the committee reports were tabled.

XII. Managing Director's Report

1. LCL Restaurant- tabled.

2. Referendum Marketing

Dalpe reported that currently the Student Center staff, along with certain Board members, is active with the campus in encouraging a “yes” vote on the referendum. Some Board members have asked why we aren’t neutral on the topic. He stated that this is very important to talk about for guidance in this process, since there will be an increase in our Student Center fee if the referendum passes. He recommended that more neutral could be a good thing, but still stated support for encouraging a “yes” vote. He noted that there will be many opportunities to hear all sides, and the ballot packet will include both pro and con information to students.

Mendez suggested that remaining neutral would allow the students on campus to make their own decision regarding the matter.

Brown stated that he had attended one of the marketing meetings, and expressed his opinion that until plans are more solidified the Governing Board should take a neutral stand.

Amaya expressed his opinion that the Board and the Student Center should express support for this project.

Cornfield noted that the focus should be on getting information to the students rather than supporting or not supporting the project.

Dalpe asked if **Cornfield** saw giving information as being neutral.

Cornfield replied that he thought it could be.

Brown pointed out that the project is being promoted as a rec and wellness center, and the wellness aspects have not been solidified. He cautioned that the Student Center should be careful not to put out a vision of a center that won't be realized.

Mao stated that he would like to make a motion to express neutrality in the ad campaign.

Aitken pointed out that this agenda item was not an action item, so rules don't allow for action item at this time.

Bomar indicated that this is the kind of discussion the Board should be prepared for. He recommended encouraging student involvement in the process of creating the vision for the rec and wellness center.

Brown noted that the meetings are posted for the public to see, and that attending the meeting is a good way for students to be involved.

Mayra Saldaña, the AS marketing coordinator, reported to the Board that she has contacted AS for its vision and AS wants to create a teach-in for students. She emphasized that it is important for students to know what is going on, and mentioned that the rec and wellness committee can't develop the wellness side of the project without this Board's input. She indicated that AS really wants the student body to exercise their vote for this project and that the students should have as much information as possible to help them make their decision. AS wants to hold the teach-in next Friday, March 13.

Barnes reiterated that it is important that this information start going out to the students and all groups involved in this project need to have clearly articulated guidelines. Should materials supporting votes both for and against the project be distributed? How should neutral information be presented? She suggested that information from student surveys should be included in the information given out.

Mendez asked when the publicity meetings were held, and what exactly the teach-ins entailed.

Saldaña replied that the publicity meetings were held on Tuesdays from 11:00 a.m. to 1:00 p.m. and Fridays from 1:00 p.m. to 3:00 p.m. She noted that these times have just been established. She informed the Board that the teach-in would be for the ASi Board, the SCGB, CCSC, student staff, and AS student directors and employees.

Brown expressed his opinion that it would be nice to have a larger teach-in. He suggested giving out information that supports votes both for and against the project, and asked if the board could review the comments from the surveys regarding this project.

Amaya asked if the Board had already voted on the project, in favor of supporting it.

Saadeh reminded the Board that the vote had been for making the fate of the project a student choice, but no vote was made on the campaign itself.

Dalpe noted that the Student Center would provide both sides of the discussion and distribute plenty of informational flyers. He stressed that it needs to be made clear that the input from the Student Center has no authority over any other entities involved in this campaign.

Barnes agreed, and stated that that would go for all of the other entities involved as well.

XIII. Announcements

Aitken announced that today at 5:00 p.m. in HSS room 268 there would be a meeting for people interested in becoming lawyers.

Saadeh gave a special thank you to **Mao** for taking care of the needs of the Governing Board office and getting the office together. He also reminded the Board to attend the Cesar Chavez event, later this month.

Amaya announced that Quantum of Solace would be showing on campus next Tuesday as part of the promotion for the referendum by ASI.

XIV. Adjournment

The meeting was adjourned at 12:46 p.m.

Respectfully Submitted,

Guy Dalpe, Executive Secretary, Student Center Governing Board

Date