



STUDENT UNION, INC. BOARD OF DIRECTORS

**Meeting Minutes
March 16, 2021 at 4:35 pm**

This was a telecommute meeting by Zoom Video Conference.

This meeting was facilitated through an online Zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.

Voting Members Present: Nicholas Ayala, Sonja Daniels, Charlie Faas, Cynthia Fernandez-Rios, Ellen Middaugh, Emily Wughalter, Joshua Reyes, Zachary Birrer

Voting Members Absent: Ishan Gupta, Zobeida Delgadillo

Non-Voting Members Present: Tamsen K. Burke  4/14/2021
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Guests: David Alves, Jerry Darrell, Ryan Fetzer, Debbie Gairaud, Amy Guerra-Smith, Leanne Lobue, Karyn Liensdorf, Kim Hagens, Donna Teutimez, Kristine Kirkendall, Larry Aldama, Caryn Collopy, Kelsey Snook, Shawn Clark

I. CALL TO ORDER

Cynthia Fernandez-Rios called the March 16, 2021 Student Union Board of Directors Meeting to order at 4:34 pm.

II. ROLL CALL

Cynthia Fernandez-Rios asked Amy Guerra-Smith to take roll call. Amy Guerra-Smith completed a verbal roll call.

III. APPROVAL OF MARCH 16, 2021 AGENDA

Cynthia Fernandez-Rios asked for any changes needed to the MARCH 16, 2021 STUDENT UNION BOARD OF DIRECTORS MEETING AGENDA. Seeing no changes needed, Ms. Fernandez-Rios asked for a motion to approve the March 16, 2021 Student Union Board of Directors meeting agenda as presented.

Joshua Reyes motioned to approve the agenda as presented; Nicholas Ayala seconded the motion.

Vote on the Motion: 7-0-0 Motion Passed.

Sonja Daniels arrived. Voting members present is 8.

IV. APPROVAL OF FEBRUARY 16, 2021 MEETING MINUTES

Cynthia Fernandez-Rios asked for any changes needed to the FEBRUARY 16, 2021 STUDENT UNION BOARD OF DIRECTORS MEETING MINUTES. Seeing no changes needed, Ms. Fernandez-Rios asked for a motion to approve the February 16, 2021 meeting minutes as presented.

Emily Wughalter motioned to approve the meeting minutes as presented; Joshua Reyes seconded the motion.

Vote on the Motion: 8-0-0 Motion Passed.

V. OPEN FORUM

No one was present for the open forum.

VI. EXECUTIVE DIRECTOR'S REPORT

Tamsen Burke presented the Board Members with some updates from the Student Union, Inc. noting that the SUI forwarded the \$4 million to the university. Ms. Burke noted that the SUI is still trying to get the Auditors and the university attorneys to sign and agree on the MOU for the \$4 million. Ms. Burke went on to explain that the SUI operating agreement expires on June 30, 2021 and noted that she is working with the Vice President of Student Affairs and the University CFO. Tamsen Burke met initially with the VPSA and the Associate VP for Campus Life about the 5 areas of shared services.

Tamsen Burke noted that the SUI has received approval to hire seven full-time positions and student positions to help support student virtual programming and operations for SRAC.

Ms. Burke noted that a year and half ago the SUI completed two program reviews that focused on a developmental approach for Spartan Recreation and really set up Ryan, and his team, to be able to look at how they best serve the campus community as well as some of their internal operations. The other review was space utilization to identify how we use space on this campus. That report was shared with the Vice President for Student Affairs and the Vice President for Administration and Finance.

The Student Union team is preparing plans for repopulation for Fall semester.

Ms. Burke also noted that the SUI team is preparing and submitting to the Vice President to review the mid-year financials before we submit the report to the CFO in April. Tamsen indicated the SUI invoiced departments for lease payments that are operating in the facility. Ms. Burke noted that the SUI did not receive a response, and the SUI accounting team reached back out to the university account to discern if the payment was made? The SUI received a message from the Finance and Accounting Office that that revenue was placed in a Student Union trust account on the university side without the SUI's knowledge. Ms. Burke wanted to make sure that the Board understands that the lease payment revenues anticipated is not realized. Tamsen Burke indicated that she is still gathering information to clearly understand the process and why this decision was made without notification to Student Union, Inc. Ms. Burke noted that the SUI did receive a memorandum from the University indicating that the SUI had knowledge and that this was approved by campus leadership as a process, but the SUI was not informed. The Board Members discussed the difference between student fees and revenues and the situation in great detail.

Chair, Cynthia Fernandez-Rios, asked the Vice President for Accounting and Finance for clarification about this at the next Student Union, Inc. Board Meeting in April.

VII. COMMITTEE REPORTS

A. Audit Committee (Cynthia Fernandez-Rios)

Ms. Fernandez-Rios indicated there was no update and that the next meeting is scheduled for April 27, 2021.

B. Facilities & Programs Committee (Zachary Birrer)

Zachary Birrer informed the Board that with the tier change from red to orange, the SRAC facility is open to registered students and faculty and staff for limited services like 3 court gym, the weight area, and the bouldering wall. The SRAC competition pool is also operational in support of Athletics' water polo competitions and practices and the recreation pool is open for lap swims.

Mr. Birrer also noted that the Event Center is closed as the basketball season and gymnastics have ended. That facility will work on various projects.

The Student Union may be considered as a study space as well as a test proxy site.

Zachary Birrer also noted that the SUI completed 45 programs for this semester and 82 programs for this academic year.

C. Finance Committee (Zachary Birrer)

No report for the Finance Committee.

D. Personnel Committee (Joshua Reyes)

Joshua Reyes reported to the Board the four discussion topics at the last Personnel Committee meeting which were the organizational structure and open positions, new student representative board member recruitment, the Board of Director Personnel Committee faculty

and President appointments and the executive director review.

VIII. DISCUSSION ITEMS

A. Resignation of Board Member

Ellen Middaugh indicated that Antonio Bustamante resigned from his position on the board due to a scheduling conflict with a required class he needed to graduate.

B. Board Member Recommendation for Facilities and Programs Committee

Tamsen Burke noted that with Antonio's resignation, the Facilities and Programs committee is looking for another Board member to be on that committee. Cynthia Fernandez-Rios asked if any Board members would be willing to participate on the Facilities & Programs Committee. Emily Wughalter and Ellen Middaugh offered to serve as interim until a student member is appointed. Cynthia Fernandez-Rios nominated herself.

Member, Charlie Faas, inquired if Tracy Federloge could be a representative on the Facilities and Programs committee as his designee or be able to attend as a non-voting member? The Board discussed. Tamsen Burke indicated Board of Director and Committee meetings are open and anyone is able to attend the meetings.

C. Board of Directors Recruitment - Students and Faculty

Tamsen Burke noted that there are several students graduating in May, the two faculty members' and the community member appointments end June 30, 2021. The Personnel Committee reviews and recommends one of the faculty member appointments to the President. The community member appointment and second faculty member are appointed by the President. Ms. Burke noted that the Personnel Committee reviewed the student-at-large application and the flyer that the SUI Marketing team created and are asking the Board members to distribute these to their student channels. Ms. Burke indicated the application period will close on April 20, 2021.

IX. ACTION ITEMS

A. Approve Board Member Recommendation for Facilities and Programs Committee

Cynthia Fernandez-Rios nominated herself as the Facilities and Programs Committee member.

Zachary Birrer motioned to approve the nomination of Cynthia Fernandez-Rios for the Facilities and Programs Committee; Joshua Reyes seconded the motion.

Vote on the Motion: 7-0-1 Motion Passed.

X. MEETING ADJOURNMENT

Cynthia Fernandez-Rios asked for any additional business to discuss. Seeing no other business to discuss, Ms. Fernandez-Rios asked for a motion to adjourn the meeting at 5:35 pm.

Ellen Middaugh motioned to adjourn the meeting at 5:35 pm; Joshua Reyes seconded the motion.

Vote on the Motion: 8-0-0 Motion Passed.