



CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS
FOUNDATION

Thursday, April 19, 2018 | 3:00 PM to 5:00 PM

Executive Conference Room, Welch Hall D-444

BOARD OF DIRECTORS MEETING MINUTES

Members Present: Justin Blakely, Alan Caldwell, Phil D'Amato, David Gamboa, Naomi Goodwin, Jerry Groomes, President Willie Hagan, Del Huff, Dr. Michael Spagna, Carrie Stewart, Dana Ward, and Roger von Ting.

Members Absent: Dr. Cornelia Brentano, David Donell, Dr. William Franklin, Dr. Leena Furtado, Gilbert Ivey,

Guests: Richard Chester (Associate Executive Director/Director of Commercial Operations), Amanda Dodd (Director, Human Resources and Payroll, Fay Ji (Controller), Chris Manriquez (Vice President, Information Technology), Jinna Matzen (Business and Finance Coordinator), Amanda Pablos (Chair of Loker Student Union Board).

I. Call to Order

Meeting called to order by D'Amato at 3:06 P.M.

II. Approval of the Minutes of Previous Meeting(s)

Goodwin moved and Ward seconded. Motion carried.

III. Approval of Meeting Agenda

Ward moved and Groomes seconded. Motion carried.

IV. Public Comment

Amanda Pablos, Chair of Loker Student Union Board stated she was excited about all the new collaborations.

V. Reports

President's Report

President Hagan informed the Board this meeting would be his last and since he would be unable to attend the final meeting of the fiscal year due to prior commitments on behalf of the University. Hagan expressed the importance of the Foundation Board to the University and relayed his fondness serving on the Board. He thanked Board members for their continued support and dedication to the University and the Foundation. Hagan concluded his report by outlining some of the new President's transition plans including a plan for the incoming President to meet

with the leadership of the Foundation Board.

Chair of the Board Report

D'Amato combined his report as Chair of the Board with his report as Chair of the Executive Committee. (Detailed below).

Executive Committee Chair Report

D'Amato outlined progress the Executive Committee has made incorporating significant changes into the bylaws in order to increase effectiveness and efficiency and streamline efforts. D'Amato also gave a brief update on the 1910 Taskforce he and other Board members were participating on and on upcoming changes to financial reports presented to the Board.

Interim Executive Director Report

Goodwin started her report by introducing and welcoming new hire, Fay Ji, Controller. Goodwin then gave an update on the Executive Director Search: final candidates and dates for scheduled on-campus interviews. Goodwin also reported on a University town hall scheduled the following week, stating that at this town hall information would be released regarding space planning for the upcoming University renovations. Goodwin notified the Board that Foundation offices are scheduled to be moved in December 2018 to early January 2019. Goodwin furthered her report with information on RFQs for Land Development Business Park and Mixed Use ending her report with an announcement that a critical position was hired, a liaison between Pre and Post Award.

Finance and Human Resources Committee Chair Report

Ward elaborated on D'Amato's report regarding the financial reports, and provided information on investment strategy changes.

Land Development Committee Chair Report

No report provided.

VI. Consent Agenda

Ji, Foundation Controller, reviewed the Statement of Operations and the Investment Report, both as of March 31, 2018. In presenting the Statement of Operations, Ji conveyed to the Board her ultimate goal of providing several different reports: system-generated comparative reports, a report summarizing allocations to the University, and a report forecasting obligations of the Foundation in future years. The Board accepted the information with discussion on forecasting, budget planning, StubHub revenue, hiring practices, revenue projections, and high-level summaries verses detailed reports. Ji explained the Investment Report including a change in strategy from domestic to international investments.

VII. Action Items

None

VI. Informational Items

1) ADP Payroll Conversion

Amanda Dodd, Director of Human Resources and Payroll gave a compressive presentation on plans for the Foundation's conversion for time and attendance reporting to ADP. Dodd explained the impact the implementation will have on the way

Foundation processes payroll and its effect on employees. Dodd indicated the decision to move forward with ADP was based on the need to move away from manual, paper processing of time and attendance reporting and research of sister campuses and other companies that have complex processing systems similar to Foundation. Dodd concluded her report with details of training, timeline, records retention, and other implementation considerations.

2) 1910 Taskforce and Dining Services Update

Chester announced the 1910 taskforce met the day before the Board meeting on 4/18/18 and all 18 individuals invited to participate attended. Chester went on to explain the importance of the taskforce in understanding varying perspectives and his confidence a strategic and collaborative plan will be created.

3) Update on Sale of University House

Chester reported on marketing for the sale of the University House and increase in the list price

VII. Other Items

Carrie Stewart announced President Hagan's retirement party for friends and supporters of the University would be on May 24, 2018 at the site of the new Science building and asked Board members to save the date. Carrie further stated that printed invitations would be mailed in the near future.

VIII. Adjournment

Prior to adjourning the meeting Chair D'Amato presented President Willie Hagan with a parting gift on behalf of the Foundation. D'Amato expressed the great pleasure he and all other Board members had in working with President Hagan. Hagan reiterated his sentiments to the Board and stated "this was the best job to end my career".

Motion to adjourn. Goodwin moved, Stewart seconded.

Meeting adjourned at 4:47 P.M.