



CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS
FOUNDATION

Thursday, September 28, 2017

3:00 PM to 4:00 PM

Welch Hall B-470K

EXECUTIVE COMMITTEE MEETING MINUTES

Members Present: Robert Lovitt, Naomi Goodwin, Phil D'Amato, Roger von Ting, David Donnell, and Dana Ward (Phone).

Members Absent: None

Guests: Dr. Russel Statham (Chief Operating Officer and Chief Financial Officer), Richard Chester (Associate Executive Director/Director of Commercial Operations), Amanda Dodd (Director of Human Resources and Payroll), and Jinna Matzen (Business and Finance Coordinator)

I. Call to Order

Meeting called to order by D'Amato at 3:00 P.M.

II. Approval of Minutes of Previous Meeting(s)

Von Ting moved and Goodwin seconded. Motion carried.

III. Approval of Meeting Agenda

Goodwin moved and Donnell seconded. Motion carried.

IV. Public Comment

No one was present to represent public.

V. Officer's Reports

a. Chair of the Board

Chair of the Board's Report

D'Amato had no report

b. Executive Director

Executive Director's Report

Lovitt stated that Jamba Juice would not be renewing their lease which ends January 2018. Discussion followed with Chester leading the conversation and explaining different options that are currently being explored.

c. Chief Financial Officer

Chief Financial Officer's Report

Statham introduced Consent Agenda items: Statement of Operations as of August 31, 2017 and Investment Report as of August 31, 2017. The Committee noted that these documents should be printed in landscape for future meetings. Statham expressed to the Committee that the report generated was at the request of the Committee and due to it being a manual process, not computer generated, it was susceptible to human error. Statham went on to note that the beginning balance displayed on the Investment Summary Report was an error and is not reflecting the correct number. The committee discussed the need of two reports and ultimately decided only one was needed.

VI. Consent Agenda

a. Statement of Operations as of August 31, 2017

b. Investment Report as of August 31, 2017

D'Amato motioned to adapt the longer report. Goodwin seconded. Vibrant discussions followed regarding quarterly updates with the Committee requesting better insight into preliminary budget numbers and the need to tie it back to actuals.

VII. Informational Items

a. Executive Director Search

Lovitt stated the Executive Director Search is currently underway. The Executive Committee expressed their concerns regarding the last Executive Director Search and the lack of understanding regarding the process and the primary duties for the position. An animated discussion ensued regarding Land Development being a primary responsibility of the Executive Director position. Lovitt is to chair the Executive Director Search. RH Perry is the search firm that will be assisting. The Committee asked to be furnished with a copy of the new search timeline and position description.

b. Fan Zone Update

Lively discussions were held regarding loss and growth of the Fan Zone.

c. Land Development Plan

Goodwin supplied the Committee with plan phases regarding development. The Committee asked that financials be included. Goodwin will send requested documents to Executive Committee members. Goodwin was excited to announce that the Board of Trustees approved the Land Development Plan. RFQ is slated for a March approval. The committee expressed concerns regarding the initiating of the Land Development Committee with a focus on whether or not committee members have to be board members. An agreement

was made that bylaws would have to be changed and that a draft of that change to allow committee members to not be board members was agreed to be presented to the Finance & HR Committee.

VIII. Action Items – None

IX. Other Items

Donnell congratulated Grants on their success. All members sent their best wishes to President Hagan regarding his retiring.

X. Adjournment

Meeting adjourned at 4:24 P.M.