



CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS  
**FOUNDATION**

Thursday, January 25, 2018

2:30 PM to 4:30 PM

Welch Hall B-470K

**EXECUTIVE COMMITTEE MEETING MINUTES**

Members Present: Phil D'Amato, Naomi Goodwin, Robert Lovitt, Roger von Ting, and Dana Ward

Members Absent: David Donell

Guests: Richard Chester (Associate Executive Director), Amanda Dodd (Director of Human Resource and Payroll), Jinna Matzen (Business and Finance Coordinator)

I. Call to Order

Meeting called to order by D'Amato at 2:34 P.M.

II. Approval of Minutes of Previous Meeting(s)

Lovitt moved and Goodwin seconded. Motion carried.

III. Approval of Meeting Agenda

Goodwin moved and Lovitt seconded. Motion carried.

IV. Public Comment

No one was present to represent the public.

V. Officer's Reports

Chair of the Board

D'Amato stated he will make his comments under Section VII, Informational Items.

Executive Director

Robert Lovitt recommended that Foundation sell real property known as the "President's House". The Committee requested an analysis including annual current expenses, upside and downside to selling, justification, a cost analysis on

renting vs. selling, and an overview on what would be done with the money if sold be presented at the next Finance and Human Resource Committee meeting.

VI. Consent Agenda

Statement of Operations as of December 31, 2017 and Investment Report as of December 31, 2017

The Statement of Operations as of December 31, 2017 and the Investment Report as of December 31, 2017 were accepted by the Committee with discussion. The Committee discussed: allocations, approvals for distributions, visibility, and distribution timelines.

VII. Informational Items

Discussion of Foundation Bylaws

The Committee engaged in in-depth conversations delving into all aspects of the current Foundation bylaws. Discussions included: Officer terms, Director terms, retroactively renewing terms for FY1718, the number of community members and University members needed to adequately serve the Board, and the relationship between the Executive Director, University VP for Admin and Finance and the Board.

Role of Foundation Executive Director

The Committee engaged in discussion clarifying the role of the Executive Director and who that role would report to. Further discussion included understanding the Executive Director's role in Land Development.

Foundation Staff and Recruitment

Dodd gave an update on current Foundation conditions in regards to staff and recruitment. The Committee gave its approval to move forward with the Executive Director Search including compiling a Committee to aid in the progression of this process. Other vacant positions including Controller and HR Generalist were reviewed.

Dining

Chester reported on current dining conditions including the lease end term of Jamba Juice. The Committee discussed what should be done with the space formerly occupied by Jamba Juice and the space known as the 1910 Café and Lounge. The Committee requested a cost benefit analysis be presented at the next Finance and Human Resource Committee meeting of each space and recommendations for future use of those locations.

VIII. Action Items – None

IX. Other Items – None

X. Adjournment

Meeting adjourned at 4:47 P.M.