

Thursday, December 05, 2019
3:00 PM to 5:00 PM
Executive Conference Room, Welch Hall D-444

Board of Directors Meeting Minutes

Members Present: President Parham, Dr. Cornelia Brentano, David Donell, Dr. Leena Furtado, Dr. William Franklin, David Gamboa, Jerome Groomes, Del Huff, Gilbert Ivey, Christian Jackson, Dr. Michael Spagna, Carrie Stewart, Roger von Ting, and Dana Ward

Members Absent: David Gamboa and Gilbert Ivey

Guests: Richard Chester (Associate Executive Director Foundation), Amanda Dodd (Director of H.R. and Payroll), Steven Godoy (Grobstein Teeple, Howard Grobstein (Grobstein Teeple), Jinna Matzen (Manager Business Process Improvement), Marci Payne (I.T. Chief of Operations), and Deborah Roberson (Chief of Staff)

I. Closed Session

The Executive Committee entered into closed session as calendared on the posted public agenda pursuant to California Education Code § 89923. Guests invited to Closed Session included: Howard Grobstein and Steven Godoy of Grobstein Teeple and Debora Roberson, Chief of Staff. Closed Session was held with consultants Grobstein Teeple to report the results of their consulting project and an overall assessment of the Foundation. Closed Session held 3 P.M. – 3:44 P.M.

II. Call to Order

Meeting called to order by von Ting at 3:44 P.M.

III. Approval of Meeting Agenda

Donell moved, and Furtado seconded. Motion carried.

IV. Approval of September 26, 2019, Meeting Minutes

Before requesting approval of the 9.26.19 meeting minutes, von Ting proposed a change to how the minutes are represented for Closed Session. Von Ting suggested to Board members that a general description be included for Closed Sessions. The Board agreed.

Von Ting then requested a change to the meeting minutes being presented to reflect the following statement for the Closed Session, *“During the closed session the Board discussed the results of the recent annual audit and changes to the compensation and job title of our current Interim Executive Director, Jerry Groomes that were previously approved by the Executive Committee.”*

Subject to the change noted above Huff moved to approve the amended minutes and Furtado seconded. Motion carried.

V. Public Comment

No one was present to represent the public.

VI. Reports

University President

The President opened his report wishing all members and guests a Happy Holiday Season. The President notified attendees that he recently participated in several meetings, including with the Board of Trustees, and traveled internationally to discuss opportunities for international exchange. The President’s report included notification to Board members that CSUDH was honored with LAEDC’s prestigious Eddy Award, the announcement of the pending retirement of Chancellor White, who will be retiring in June 2020, the Master Plan, and the retirement and acknowledgment of Vice President Carrie Stewart. President Parham closed his report thanking Stewart for the work she has done for the campus and the twenty-eight years she has dedicated to the CSU system.

VII. Officer’s Reports

Chair of the Board

Von Ting opened his report detailing discussion at the Executive Committee. Von Ting specified that cash needs regarding housing, LSU renovations, outside off-campus office space, co-mingled cash management, request from other auxiliaries for separate accounts, and RFP Investment Advisors were deliberated. The Board then discussed presentations at Board meetings and approving them on a case by case basis and the possible need to add an additional calendared Board of Directors’ meeting. The Board agreed that an additional meeting should be added to the calendar for the following fiscal year, increasing the meetings to five annually instead of four. Discussion followed regarding best practices, not working in silos, looking to the future, the vision of CSUDH, and infrastructure. Von Ting transitioned his report with a focus on the Philanthropic Foundation Endowment Reconciliation that consultant Grobstein Teeple was hired to audit. Von Ting explained Corpus accounts and the relationship between the Philanthropic Foundation, Foundation, Morgan Stanley/Graystone, the investment advisors, and what occurred during the split of the two Foundations in 2015.

Executive Director Report

Groomes opened his report remarking that he felt that the Board had not met since the EIR was approved and that Foundation would be involved in the P3 development. The President announced that the Board of Trustees had unanimously approved the Master Plan for CSUDH. The President explained the Master Plan to the Board, noting

that P3 relationships would increase as the campus moves to work together with Dining to take the University from a commuter campus to a campus that provides a first-in-class experience for CSUDH students.

VIII. Financial Reports

Statement of Operations as of 9.30.19

Williams opened his report asking the Board if they had any questions on the materials provided. The Board posed no questions. William then announced that the budget vs. actuals was somewhat behind, detailing unplanned administrative costs related explicitly to the Grobstein Teeple charges and stated this as the primary driver between budget to actuals. Williams further noted the Starbucks Self-Operation that opened this year as a primary driver for the deficit being displayed in Dining. Board held discussions on formatting, overhead allocations to specific units, and timing of expense and revenue.

Investment Review as of 10.31.19

Williams opened his report stating that the numbers received from Morgan Stanley seemed to be positive and reflect that Foundation investments are doing well. Williams further summarized the Investment review documents presented to the Board. The Board had no questions.

IX. Informational Items

LSU Improvements

Groomes opened his report giving a presentation titled “Café 1910 Renovation – Loker Student Union: Schematic Design Update”. Groomes discussed needs for new residential students as CSUDH expands on-campus living. Groomes announced that the renovations were to increase capacity and to provide a more inviting space for students to gather. Groomes then introduced Chester to speak in detail regarding the plan. Chester discussed the expansion of the kitchen, including the ability to provide vegan options, provide more meals faster, and options for lower-income students. Groomes divulged to the committee that the plan was to complete all renovations by Fall 2020. The Board discussed the difficulties of limited space, noting that CSUDH’s priority must always be to accommodate the students.

Dining Program

Groomes discussed with the Board a declining balance program. Groomes stated that the program would not be mandated and noted that he felt that the way the program was structured would generate a high level of participation. Groomes ended his report stating that further research needed to be conducted before this program was implemented. The Board entered into a conversation regarding basic needs and food insecurities.

Every Table

Groomes opened his report on Every Table, giving a summary about the business, its model, how Every Table addresses the basic needs initiatives happening on campus, the fact that the vendor accepts EBT, how this vendor addresses the needs of CSUDH’s vegan population, and the menu.

Staffing

Groomes opened his report stating that he was pleased to announce that the Accounting Department was now fully staffed. Groomes further detailed that a new CFO and Accounting Manager were recently hired, along with a Senior Accountant and a Staff Accountant who is a recent graduate of CSUDH. Groomes further detailed new hires in other departments, including an H.R. coordinator and Linda Doan, the Director of Information Technology.

Sibson Assessment

Groomes thanked Board members for participating in the Sibson interview process and stated he was looking forward to receiving the findings.

X. Action Items
None

XI. Other Items
None

XII. Adjournment

Jackson moved to adjourn, Ward seconded. Motion Carried. Meeting adjourned at 5:16 PM.