

CI University Auxiliary Services, Inc.

Board of Directors

Meeting Minutes

Thursday November 19, 2020 11:00am – 12:00pm

This meeting is open to the public at the following location

Click to join the meeting via Zoom.

<https://csuci.zoom.us/j/87255247060>

University Auxiliary Services Board of Directors members present: Bill Robe, Ysabel Trinidad, David Press, Andrea Grove, Stephanie Bracamontes, Marianne McGrath. Members not present: Sidney Valencia

CI and UAS staff attendance: John Lazarus, Peter Maher, Jeff Kim, Theresa Olivo, Leslie Brotke

- 1) Welcome and call to order (Bill Robe)- Meeting called to order at 11:02 am
- 2) Public comments on matters not on the agenda (Bill Robe)- No public comments.
- 3) Action Item: Motion to approve minutes from 9/17/20. Andrea Grove motioned. David Press second. Unanimous decision
- 4) Action Item: Motion to approve Audit Exit Conference minutes on 9/17/20. Andrea Grove motioned. Bill Robe seconded. Unanimous decision.
- 5) Action Item: Request Board approval of the 2019/20 audited financials (John Lazarus): David Press motioned. Andrea Grove second. Unanimous decision.
- 6) Information Item: Roland Vasin and Lauren Schmidt reported on the food inventory preformed on 9/30/20Spot check preformed by Lauren. No discrepancies between inventory and spot check reported.
- 7) Information Item: Update on PPP loan forgiveness: (John Lazarus)- Mechanics Bank will be in touch with John Lazarus regarding grant.
- 8) Information Item: Q1 financial review (John Lazarus)- John explained salaries higher than expected due to Roxanne Herlien and Brian Bernardez salary carry over. John Lazarus salary to be split with UAS and State. Question from Bill Robe regarding clarity on splitting Johns Salary. Johns salary with be split retroactive 7/1/20
- 9) Directors Report (John Lazarus): Update on current state of UAS operations. Students in the Resident Halls for the fall semester was 209. Expected to drop in the Spring semester. John will update Board with Spring numbers. John is working on a project to allow filming on campus during the Spring when no students are on campus. Will be replacing five leased printers with more cost-effective units. Ysabel explained the need to split Johns salary to save other salaries to insure we are ready after Covid. Jeff Kim introduced himself with a brief history regarding his professional background. John continues to work on Follet agreement.

- 10) Board Comments: David Press commented on the quality work the team has done during Covid times.
- 11) Agenda items for future meetings: Next meeting February 18, 2021
- 12) Adjourn Meeting (Bill Robe)- Meeting adjourned at 12:01pm