I. CALL TO ORDER
The meeting was called to order by Francisco Millan at 10:11 a.m.

II. ROLL CALL
Present: Francisco Millan, Mildred Tabajonda, Kevin Hofferd, Jesus Perez for Stephen Muchinyi, Nancy Solis, Mike Neal, Emile Callahan for Marina Avalos-Kegley, Dr. John Hultsman
Absent: Dr. Horace Mitchell, Marilyn Hallman, Huaqing Wang, Angelo Lapuz
Others: Emily Poole, Mike Abril, Johnny Villasenor, Mark Harriman, Laura Catherman, Doug Wade, Tamara Baker for Rebecca Nosaka, Taren Mulhause

III. APPROVAL OF AGENDA
Mildred Tabajonda proposed to add an ASi report as item XIII. and an SRC report as item XIV. 2nd – Kevin Hofferd. The amended agenda for June 3, 2010 was approved by majority.

IV. APPROVAL OF MINUTES
A. Minutes of October 8, 2009
The minutes from April 14th, 2010 were approved by consensus. 1st – Kevin Hofferd 2nd – Mildred Tabajonda

V. INTRODUCTIONS

VI. PUBLIC COMMENT

VII. OLD BUSINESS
A. Daniells, Phillips, Vaughn & Bock Engagement Letter – Mike Neal
Mike Neal corrected his comment from last meeting. There is not an increase in fees from the proposal but the proposal did have an increase. Mike recommended the audit fees be split between the SRC and Student Union as described in handout. The motion to approve the engagement letter passed by consensus. 1st – Mike Neal 2nd – Dr. John Hultsman

The motion to authorize Mike Neal to sign the engagement letter and authorize the audit passed by consensus. 1st – Dr. John Hultsman 2nd – Kevin Hofferd

VIII. NEW BUSINESS
A. 2010/2011 Proposed Student Union Budget – Francisco Millan
Francisco Millan gave an overview of the proposed budget for FY 2010/2011 as described in the handout. Laura Catherman gave an overview of the reserve accounts. Mike Abril inquired about the possibility of moving funds in excess of $250K in the revenue fee reserve into another account and Laura said this would be possible if needed. Mike Neal asked that accounting look into moving the operating reserve funds into an interest bearing account, such as a trust fund. Dr. John Hultsman suggested that Johnny Villasenor look into the possibility of certificate of deposit accounts.
Kevin Hofferd asked if the food commission agreement had been finalized. Laura said yes and the commission amount would be $10,000 for the coming fiscal year. John is encouraging Wahoo’s Fish Taco to develop creative marketing strategies to boost sales for next year.

John also clarified the revenue from the ATM rental for next year. There is a pending contract with Kern School Credit Union and the estimated revenue for the Student Union is $1300, dependent on sales. The contract estimate is $3900 and John and Laura have agreed that one-third of that amount would be fair to give to the Student Union. The remainder of the revenue will go to the Foundation.

The proposed budget was approved by consensus. 1st – Kevin Hofferd 2nd – Mildred Tabajonda

B. Strategic Planning Sub-Committee – Laura Catherman

Laura Catherman explained that the Division of Student Affairs is working on a strategic plan and hopes to have it completed by the fall. Each unit within Student Affairs will then be asked to develop a strategic plan for their area. Laura recommended that we form a sub-committee to develop a strategic plan for the Student Union. The motion to form a sub-committee was passed by consensus. 1st – Kevin Hofferd 2nd – Mike Neal

Mildred Tabajonda, Kevin Hofferd, Laura Catherman, Emily Poole, and Francisco Millan volunteered to be on the sub-committee. Mike Neal clarified that Laura and Emily will be sitting ex-officio on the committee. The motion to approve the committee members passed by consensus. 1st – Kevin Hofferd 2nd – Dr. John Hultsman

C. ASi Remodel Plan Approval Request – Taren Mulhause

Taren Mulhause presented a proposal to renovate the ASi staff office and student executive office. The proposal includes adding a fifth office for the student executives, creating an Executive Director office, and creating a doorway connecting both offices. The funds have already been approved by the ASi board and President Mitchell has already approved the use of reserve funds for this project. The project is expected to be completed by fall quarter.

Mike Neal and Laura Catherman noted that ASi has been paying and will pay more rent at the same rate per square foot as is currently being paid. Dr. John Hultsman further noted that this is a nice long-term source of income for the Student Union. The modified lease will be in place for the next four years.

The motion to approved the ASi remodel plan passed by consensus. 1st – Kevin Hofferd 2nd – Jesus Perez

IX. ITEMS FOR DISCUSSION

Mike Neal reminded the Board that each new campus project is required to go through an audit. There were no significant audit findings with regards to the construction of the SRC.

X. BOARD CHAIR REPORT

Francisco Millan reported that the Student Directors will be hosting an End-of-the-Year Appreciation dinner for Student Union student staff to show appreciation for their efforts during the past year.

XI. PROGRAM CHAIR REPORT

Mildred Tabajonda recapped recent and upcoming programming events including Celebrate CSUB, Art Gallery, Fiber Tuesday, Fresh Fruit Wednesday, Thirsty Thursday, and Late Night Study. At Celebrate CSUB we hosted balloon makers. Late Night Study is coming up next week. Mildred plans to do trivia on Facebook and do small giveaways for the winners.

XII. DIRECTOR REPORT
Laura Catherman mentioned that Emily Poole has accepted the Assistant Director position for the Student Union. Rebecca Nosaka has been laid-off due to restructuring to accommodate the challenging financial state the campus is in. Rebecca’s last day is July 6th, 2010.

We are working on getting the motor in the front entrance handicap door replaced. The part has come in and we are waiting for Facilities Management to install it. They are scheduled to come in next week.

XIII. ASi REPORT
Jesus Perez reported that Stephen Muchinyi has been re-elected for ASi President, Erika Madrigal has been re-elected for VP of Finance, Nancy Solis has been re-elected for VP of Programming, Ahmad Rafah has been elected as Executive VP, and he has been elected as VP External Affairs.

The ASi budget is scarce for FY 2010/2011 and they are looking for fun and affordable programming events.

XIV. SRC REPORT
Mildred Tabajonda reported that the next SRC meeting is tomorrow at 1:30pm at the VPSA conference room. They plan to discuss the sponsored member proposal, operating hours, and the 2010/2011 budget.

XV. CLOSED SESSION

XVI. ANNOUNCEMENTS

XVII. ADJOURNMENT
Meeting adjourned at 11:10 a.m. 1st – Kevin Hofferd  2nd – Mildred Tabajonda

Respectfully submitted by Rebecca Nosaka

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Francisco Millan, Chair              Rebecca Nosaka, Secretary