



**NOTICE OF MEETING OF THE BOARD OF DIRECTORS OF  
ASSOCIATED STUDENTS OF CSU CHANNEL ISLANDS, INC.**

NOTICE IS HEREBY GIVEN, to the general public and to all of the Board of Directors of Associated Students of CSU Channel Islands, Inc., a California nonprofit public benefit corporation, that:

A meeting of the Board of Directors was held on Thursday, September 17, 2015 at 7:40 a.m., pursuant to Education Code Section 89921 et seq., at California State University Channel Islands, Student Union Conference Room, located at One University Drive, Camarillo, CA 93012, to consider and act upon the following matters:

- 1) Call to order: 7:43 a.m.
  - a. Members Present: Alex Yepez, Carissa Arellano, Andrea Naranjo, Missy Jarnagin, Stephanie Chavez, Rhen Bass, Leah Alarcon, Connor Collins, Christopher Bell, Sofia Samatar, Monique Reyna, Shayna Barker and Toni Deboni.
  - b. Member of the public: Genesis DeLong, Bethany Banuelos, Lunden Templeton, Ben Blanchard, Cindy Derrico, Mike Long, and Diana Ballesteros.
- 2) Approval of Minutes:
  - a. *Motion to approve the August 27<sup>th</sup> minutes by Ms. Reyna, second by Mr. Collins. All in favor. Motion passes.*
  - b. *Motion to approve the September 3<sup>rd</sup> minutes by Ms. Barker, second Mr. Bell. All in favor. Motion passes.*
  - c. *Motion to approve the September 17<sup>th</sup> minutes by Ms. Reyna, second by Mr. Bell. All in favor. Motion passes.*
- 3) Public Forum: Ms. Templeton addressed the Board about the BASC committee drafting something for the Board to review in regards to the excess revenue. Plan on creating a policy on how this money will be managed.
- 4) Financial Report: The first BASC meeting is scheduled for October 5<sup>th</sup>.
- 5) Outstanding Business:
  - a. ACTION ITEMS: Officer Appointment- Mr. Yepez finished appointing members to the committees.
    - i. Stole Committee- Mr. Yepez added Ms. Deboni and Ms. Pelayo to this committee and is seeking a motion from the Board.
      1. *Motion by Ms. Barker to approve Ms. Deboni and Ms. Pelayo to the Stole Committee, second Ms. Arellano. Twelve in favor. One abstention. Motion passes.*
    - ii. Elections Council- Mr. Yepez added Ms. Pelayo and Ms. Naranjo to this committee and is seeking a motion from the Board.
      1. *Motion by Ms. Reyna to approve Ms. Pelayo and Ms. Naranjo to the Elections Council, second by Ms. Jarnagin. All in favor. Motion passes.*
- 6) Entity Reports:
  - a. **Ms. Arellano (*The Nautical Yearbook*):**
    - i. Working on editing, pictures and the layout.
    - ii. The yearbooks has been working a lot with the student organizations.
  - b. **Ms. Barker (Student Programming Board):**
    - i. Two program managers have been selected.
    - ii. Movie night event is taking place tonight and the following weekend is the talent show.
  - c. **Ms. Reyna (Student Government):**
    - i. A new chief of staff has been selected. This person will be managing five interns.
    - ii. A new senator has been selected and they're primary focus is on social justice. They still have two open senator positions.

- iii. First noon forum is scheduled to take place on October 21<sup>st</sup> in the Student Union Lighthouse Café. Any questions about this event can be directed to Ms. Reyna.
- d. **Mr. Valladon (*The CI View Newspaper*):**
  - i. The first issue of the semester is out. He believes that it's the most aesthetically pleasing issue.
  - ii. An executive meeting time and social media marketing team have been established.
  - iii. Working on putting content on their social media. In addition, they're working on trying to get their website up and running.
- e. **Reminder to send entity reports before the next ASI Board meeting. A deadline of two weeks before the meeting was established.**

7) New Business:

- a. INFORMATIONAL ITEM: CI Presidential Search Open Forum (A. Yepez) –
  - i. Mr. Yepez had a meeting with Dr. Evans Taylor and was asked to inform the Board that the university will be doing an open forum for the CI presidential search. Mr. Yepez is asking the Board to attend the forum to provide ideas and feedback to the search and screen committee. The forum is taking place on November 12<sup>th</sup> from 1:00-3:00 p.m.
- b. BASC Update (C. Collins)-
  - i. Mr. Collins did not have an update, however their first meeting will take place on October 5<sup>th</sup>. They will be going over a brief history of the committee.
- c. TIME CERTAIN: 7:50 AM: Network Upgrades-Campus Network Initiative (Mike Long, Senior Telecommunications Analyst, Division of Technology & Communication)
  - i. Mr. Long informed the Board that the equipment has been replaced for state buildings, however HRE and the Student Union have not been replaced due to its auxiliary status. The Student Union currently is running on outdated CISCO equipment and this equipment has been in use for five years. The current air conditioning controls and trakka box have had issues because the old equipment won't play nicely with the new equipment. He explained that this is an easy and quick process and would be done during off hours. He considers this to be a crucial need, which is why ASI/Student Union is asking for this money.
    - 1. Questions:
      - a. Ms. Derrico explained that Christine Thompson budgeted \$5,000 for this, however the total is more than expected. Ms. Thompson didn't get much information and she made an estimated decision. Bids were not submitted by the time budgets were requested.
      - b. Mr. Long didn't know the initial cost, however he explained that we're getting a cheap deal. This system is cheaper than the Cisco equipment. It's an approximate difference of \$1200 to \$4000 for a Cisco switch.
      - c. Mr. Bass suggested we get an external quote. This will help us get ideas for the upcoming years when it comes to estimating these type of changes.
- d. ACTION ITEM: Network Upgrades-Campus Network Initiative Expenditure Request
  - i. Discussion:
    - 1. Ms. Jarnagin is asking the Board if this is something they're requiring ASI administration to come and ask for. She exclaims that we're talking about a \$5,000 request in an approximate \$800,000 budget. What authority is the Board providing? Does the Board need to approve this or just be informed? She has witnessed in other Boards that they agree on the initial amount and if anything comes up it's treated as an informational item and not a request. She feels this is something the Board should look at and decide on.
    - 2. Ms. Reyna is asking where this money is coming from. The Board explained that an increase to the Student Body fee is not necessary. The request is to set aside money from the reserves. In addition, Ms. Derrico added that she cannot speak to the money needed for University Glen's network upgrade.
    - 3. Mr. Bass asked about the policy and regulations for the reserves. Ms. Jarnagin replied that reserves are for big issues the building needs throughout the year and are not always expected. She provided the current bathroom situation as an example of when reserves would be used. In

addition, she informed the Board that she's been working with Ms. Thompson on a reserve maintenance plan. Moreover, she's asking that the BASC committee to look into a maintenance plan for ASI and the Student Union. There needs to be precise and clear policies and procedures. In addition, we need to clarify the Board's authority with situations like this. She doesn't want to take time on something that needs to be structured.

4. Mr. Bass agrees with Ms. Jarnagin. He believes that a policy needs to be put into place. We need to have operating reserves and to label that bucket of money for certain things.
5. Ms. Derrico explains that the point of this coming to the Board is to provide full disclosure. She explains that there's no specific policy on how this extra revenue will be used but we will work on it. In addition, she explains that this is an optional upgrade unlike the bathrooms. ASI and IT are recommending this project since we will spend more money by not switching to this new network.
6. Ms. Reyna and Mr. Yopez felt that this is an important need for the students and building.
7. Mr. Bass asked what's in reserves. Ms. Jarnagin does not have an exact number but knows that it's a lot. She explained that ASI has been underspent in the past and that the reserves needs to have a plan. A large amount of student money cannot be on reserves without a plan.
8. Ms. Derrico clarified that the reserves in the Student Union are different from ASI. The Student Union needs to have a large amount in reserves because of unexpected repairs and we have to look to the future when it comes to expansion.
9. Ms. Jarnagin explained that the reserves are net assets and these reside in campus. The Student Union reserves are on another set of books.

Discussion closed.

*10. Move to approve funding by Ms. Deboni with the caveat that the Board create a policy/procedure that addresses future expenditures and thresholds that require Board approval, second by Mr. Valladon. All in favor. Motion passes.*

- e. ASI Board Picture- completed in the Student Union Tree House Courtyard.

8) Adjournment: 8:28a.m.

Next ASI Board Meeting is scheduled for Thursday, November 5, 2015 at 7:40 a.m. in the Student Union Conference Room.

Minutes reviewed by Zachary Valladon and respectfully submitted by Diana Ballesteros.