



California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Finance and Contracts Committee
March 27, 2025 – 2:30pm
Student Union North, Room 3317
Zoom: <https://csusb.zoom.us/j/85152415905>

MINUTES

Members Present: Vilayat Del Rossi, Sophia Garcia, Maria Elena Najera-Neri, Ashley Recio

Members Absent: Kesha Bates, Karyme DeLaRosa, Natalya Marsh

Staff Present: Elizabeth Junker

Guests Present: None

Call to Order: The meeting was called to order by Controller Garcia at 2:33p.m.

Roll Call: A verbal roll call was conducted. Quorum was met.

Approval of Minutes: M/S Najera-Neri/Recio motion to approve Finance and Contracts meeting minutes from February 20, 2025.
Motion passed.

Open Forum: No public comments.

Adoption of Agenda: M/S DelRossi/ Najera-Neri motion to strike FC 07/25 and FC 09/25 from the agenda.
Motion passed.

OLD BUSINESS:

Items listed under Old Business were stricken during the adoption of the agenda and were not discussed.

NEW BUSINESS:

FC 11/25 Review and Approval of 1st Reading of the SMSU/RecWell 25-26 FY Budget (Action, Najera-Neri and Del Rossi)

M/S Najera-Neri/Recio motion to open FC 11/25 Review and Approval of 1st Reading of the SMSU/RecWell 25-26 FY Budget.

The Finance and Contracts Committee received a detailed presentation of the proposed 2025–2026 fiscal year budgets for the Santos Manuel Student Union (SMSU) and the Recreation and Wellness (RecWell) departments. The SMSU budget reflected a 13% increase in expenses compared to the previous year, driven primarily by increases in salaries, wages, and benefits. A key contributor to this increase was a significant allocation under unallocated benefits to prepare for a potential “golden handshake” retirement incentive. This proposal, currently under review by CalPERS, would offer eligible employees an additional two years of service credit. Final costs will be determined in a forthcoming valuation, and any unspent funds will be reallocated to reserves.

Additional changes on the SMSU side included increases in operating costs, particularly utilities and insurance. A modest increase in equipment expenditures was proposed to support technology upgrades and equipment replacement across various cost centers, including Palm Desert and Event Operations. The budget also includes funding for two graduate assistant positions for the LatinX and APIDA centers. On the revenue side, SMSU expects to increase total revenue from \$8.6 million to \$9.8 million, reflecting higher student fee income and internal operations. A 3% cost-of-living adjustment (COLA) was also included in the central salary accounts to align with broader CSU trends.

The RecWell budget presentation highlighted a reduction in staffing expenses by approximately \$137,000, achieved through consolidating positions and reducing student staff hours. Despite this reduction, staff benefits increased by nearly \$84,000 due to higher healthcare and related costs. RecWell also noted that reserves for maintenance and repair are still underfunded—budgeted at \$192,000 compared to the ideal \$400,000—though slightly improved from the prior year. Maintenance projects, such as resurfacing gym flooring, were selectively deferred to reduce costs during this financially cautious period.

Revenues for RecWell were projected at \$3.4 million, sourced from student fees (including IRA and sports club fees), membership sales, program fees, and support from the university president’s office. These revenues are expected to offset operational costs and maintain a balanced budget. The presentation concluded with a reminder that individual cost center details were included in the full budget packet for reference. Both budget proposals for SMSU and RecWell were presented as a single agenda item for first reading and feedback, with final board review and approval expected at a later date.

M/S Recio/DelRossi motion to approve the 1st Reading of the SMSU/RecWell 25-26 FY Budget. *Motion passed unanimously.*

Announcements

- The committee had no announcements to share at this time.

Adjournment

M/S Najera-Neri/Recio motion to adjourn meeting at 2:57p.m.

Reviewed and respectfully submitted by:

Sophia Garcia, Committee Chair

Date