

CSUSB FOUNDATION

Building a Culture of Philanthropy

EXECUTIVE COMMITTEE MEETING MINUTES

Thursday, May 14, 2020, 9:00-11:00 AM

Zoom link: <https://csusb.zoom.us/j/94686517934>

Password: CPF-EC05

Pursuant to notice given, the Executive Committee of the CSUSB Philanthropic Foundation convened for a zoom meeting on Thursday, May 14, 2020.

Minutes

Members Present:

Doug Freer
Adonis Galarza-Toledo
Cole Jackson
Gary McBride
Shari McMahan
Lou Monville
Robert J. Nava
Paz Olivérez
William Stevenson
Sam Sudhakar
Ellen Weisser

Guests Present:

Monica Alejandre
Maria Badulis
Michelle Cazares
Pam Langford
Kim Shiner

Members Absent:

Gary McBride
Lou Monville

Welcome

Ellen Weisser called the meeting to order at 9:05 AM

Financial Review

Badulis reviewed the Statement of Financial Position and of Activities. The committee had no areas of concern. The committee had a discussion on providing a narrative to explain the financials, so that other members that are not privy to the Executive Committee discussions can understand the statements at the Board meeting. Alejandre and Badulis will work together to craft an explanatory narrative to accompany the financial statements.

Executive Director Report

Nava invited Provost McMahan to comment on the shift to virtual learning modalities for the Fall. Sudhakar also commented on the services that ITS has provided in order to provide access and training for all staff, faculty and students, to ensure everyone is as equipped as possible for the Fall semester. Galarza-Toledo and Olivérez also commented on the social aspect that they are working on for students, in order to be able to provide some semblance of a “college experience” to students, despite the virtual format.

New Business

1. **2020-2021 Annual Budget:** Alejandro presented the Procurement Policy for the committee’s website, which increases a few of the previously imposed financial limits on purchasing items. There was a recommendation for the Board meeting, to present the budget prior to the financials, to provide context on the delineation between the Foundation’s budget, and the financial statements.

Approval of budget to submit for Board approval: *(Stevenson/Weisser/Unanimous)*

2. **Procurement Policy:** Alejandro presented the Procurement Policy for the committee’s review, which increases a few of the previously imposed financial limits on purchasing items.

Approval of policy to submit for Board approval: *(Stevenson/Weisser/Unanimous)*

3. **2020-21 Board Meeting Dates:** Nava reviewed the proposed meeting dates for the upcoming fiscal year.

Review Bylaws

The committee reviewed current proposed changes to the Bylaws. Discussion points included maintain the board fee the same, but looking at the board roster in terms of those members that have no longer participated and that should be moved to Emeritus status. There will be another review to the bylaws that will be shared with the committee for the next meeting.

Meeting adjourned at 10:15 AM.

Signature of Minutes Approval
Executive Committee Meeting
Thursday, May 14, 2020

Signature: 

Date: 9.4.20

Print Name: William Stevenson

Board Position: Secretary