



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Finance and Contracts Committee Meeting
Tuesday, December 21, 2021
Minutes**

Members Present: Angelica Agudo, Emily Alvarez-Zurita, Rosemarie Gilbert, Dulce Gonzalez, Karan Kavaia, Racheal Lapite, Maria Najera-Neri, Nathaly Ramos, Bri Sotelo, Alexandra Thambi

Members Absent: None

Staff Present: Vilayat Del Rossi, Jesse Felix, Jessica Madrigal, Sonia Martinez, Jenny Puccinelli, Anthony Roberson

Guests Present: None

Call to Order: The meeting was called to order at 10:02 a.m.

Roll Call: A verbal roll call of attendees was conducted.

Approval of Minutes:

M/S Thambi/Najera-Neri to approve the minutes from February 24, 2021.

Motion passed.

Open Forum: None

Adoption of Agenda:

M/S Lapite/Sotelo to open adoption of the agenda.

M/S Najera-Neri/Lapite to add Permission to use funds not to exceed \$65,963 payable to Inland Flooring Contractors from account number 660876-RO001-S6110 for SMSU South carpeting.

Motion passed.

M/S Najera-Neri/Lapite to add Permission to use funds not to exceed \$52,967 payable to GDL Best Contractors from account number 660876-RO001-S6110 for SMSU South painting.

Motion passed.

M/S Najera-Neri/Alvarez to add Permission to use funds not to exceed \$16,320 payable to Burgess Moving & Storage from account number 660876-RO001-S6110 for SMSU South furniture moving expenses.

Motion passed.

M/S Lapite/Sotelo to approve amended agenda.

Motion passed.

NEW BUSINESS:

FC 1/22 Approval of SMSU North Rental Rates (Action)

M/S Lapite/Sotelo to open Approval of SMSU North Rental Rates

Mr. Roberson shared that the proposed facility costs are based on comparable rates within the community and other universities. Setup costs are based on the time needed to perform setups and hourly wages for student employees. He reviewed the rates in detail.

Rising Count: 10 – 0 – 0.

Motion passed.

FC 2/22 Approval of SMSU North Bowling Alley Rates (Action)

M/S Lapite/Ramos to open Approval of SMSU North Bowling Alley Rates.

Mr. Roberson shared the proposed rates for Coyote Lanes. A reservation system has been implemented. Alumni will be charged the Staff/Campus Affiliate Rate.

Rising Count: 10– 0 – 0.

Motion passed.

FC 3/22 Approval of SMSU East Sublease Direction (Discussion)

M/S Lapite/Sotelo to open Approval of SMSU East Sublease Direction

Mr. Felix shared that we have spent a considerable amount of money to improve SMSU East. We now have multiple options. The first option is to give the space back to the university who will maintain and operate the space and the SMSU would lease The Retreat space back from the university. The second option is to maintain and operate the space ourselves. A third option is to have the state maintain and operate the space, and the SMSU would move The Retreat services into SMSU South.

Discussion ensued regarding the high costs to maintain and repair SMSU East due to its age.

M/S Lapite/Ramos to change FC 3/22 from an action item to a discussion item.

Motion passed.

FC 4/22 Permission to use funds not to exceed \$65,963 payable to Inland Flooring Contractors from account number 660876-RO001-S6110 for SMSU South carpeting. (Action)

M/S Lapite/Thambi to open Permission to use funds not to exceed \$65,963 payable to Inland Flooring Contractors from account number 660876-RO001-S6110 for SMSU South carpeting.

Mr. Roberson shared that the areas vacated by the tenants that moved into SMSU N need to be re-carpeted in preparation for the new tenants moving in.

Rising Count: 9 – 0 – 0.

Motion passed.

FC 5/22 Permission to use funds not to exceed \$52,967 payable to GDL Best Contractors from account number 660876-RO001-S6110 for SMSU South painting. (Action)

M/S Sotelo/Lapite to open Permission to use funds not to exceed \$52,967 payable to GDL Best Contractors from account number 660876-RO001-S6110 for SMSU South painting.

Mr. Roberson shared that the areas vacated by the tenants that moved into SMSU N need to be re-painted in preparation for the new tenants moving in.

Rising Count: 9 – 0 – 0.

Motion passed.

FC 6/22 Permission to use funds not to exceed \$16,320 payable to Burgess Moving & Storage from account number 660876-RO001-S6110 for SMSU South furniture moving expenses (Action)

M/S Lapite/Sotelo to open Permission to use funds not to exceed \$16,320 payable to Burgess Moving & Storage from account number 660876-RO001-S6110 for SMSU South moving expenses

Mr. Roberson shared that the areas vacated by the tenants that moved into SMSU N furniture needs to be moved out. It will be offered to campus.

Rising Count: 9 – 0 – 0.

Motion passed.

Announcements: None

Adjournment: The meeting was adjourned at 11:26 a.m.

Minutes approved by:

Rosemarie Gilbert
Rosemarie Gilbert (Jan 10, 2022 15:46 PST)

Rosemarie Gilbert, Chair, Finance & Contracts Committee

Jan 10, 2022

Date