



SANTOS MANUEL STUDENT UNION BOARD OF DIRECTORS MEETING
October 13, 2022
MINUTES

Members Present: Jesse Felix, Alexandra Thambi, Chantal Moran, Jose Hernandez, Dr. John Reitzel, Esteban Hernandez, Davina Lindsey, Rodolfo Hernandez, Paola Galvez, Dr. Daria Graham

Members Absent: Dr. Marc Robinson, Sarah Lopez, Emily Alvarez-Zurita

Guests: Emmelyn Hernandez, Raymond Moorehead, David Robydek, Kimberly McDonald, Caitlin Sackett

Staff Present: Christine Grott, Anthony Roberson, Mark Oswood, Cazine Wilson, Kim Anacleto, Jared Fisk, Tamara Holder, Ayan Jama, Rosemary Zometa, Juan Serrato, Trent Morgan, Robert Rodriguez, Jennifer Puccinelli, Navneet Singh, Paloma Hinojosa, Sabrina Kinnally, Sean Kinnally, Maria Najera-Neri, Vilayat Del Rossi, Matthew Jenkins, Debanhi Escobar, Monica Baeza, Mariana Mendoza, Mario Orellana

Call to Order: The meeting was called to order at 10:01am.

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

Approval of Minutes from SMSU Board of Directors Meeting September 8, 2022:

M/S Felix/J Hernandez to approve the minutes from SMSU Board of Directors Meeting September 8, 2022.
Motion Passed by consensus.

Reports:

All reports were submitted in the packet. Due to time constraints, the Chair asked that reports be reviewed by the Board individually and questions be submitted to her rather than verbal reports given.

- a. BOD Chair
- b. SMSU Executive Director
- c. Director of Recreation & Wellness
- d. Assoc Director of Operations
- e. Assoc Director Diversity & Inclusion
- f. Assoc Director of Student Services and Philanthropic Giving
- g. SMSU Marketing

Open Forum (3 minutes per speaker): There were no speakers for Open Forum.

Adoption of Agenda:

M/S Felix/J Hernandez to adopt the agenda.
Motion passed by consensus.

NEW BUSINESS

SMSU 13/23 Update regarding repairs to SMSU Buildings since flooding incident on 9/11/22 (Discussion, Felix)

M/S Felix/R Hernandez to open discussion item SMSU 13/23 Update regarding repairs to SMSU Buildings since flooding incident on 9/11/22.

Discussion ensued with Mr. Roberson, Mr. Felix, and Mr. Del Rossi updating the Board regarding the damage and repairs to the SMSU N, S and E. SMSU South sustained the most damage and will remain closed until mid January 2023 for repairs and replacements of damaged furniture and other items. SMSU North will re-open the first floor next month (November 2022) as damage was not as extensive. SMSU E is continuing to host the Retreat in Room 107, reorganizing events and programs to fit the space. This building also sustained extensive damage.

SMSU 14/23 Installation of temporary interactive art piece to support student mental health awareness (Action, Roberson)

M/S J Hernandez/Felix to open action item SMSU 14/23 Installation of temporary interactive art piece to support student mental health awareness.

Ms. Emmelyn Hernandez, from the SISGI Alliance for Positive Youth Development in San Bernardino, was a guest of the Board to speak regarding installing a temporary interactive art piece on the wall near the Coyote Bookstore on the SMSU Plaza. This art piece will be visible to all students and invites reflection on student lives and the chance to share personal aspirations in a public space. The project will be set up for one week in the month of November, a time pertinent to student mental health as exams are nearing and the holidays are approaching which can be triggering agents of stress and anxiety for many.

Vote: 10-Y 0-N 0-A

Motion passed.

SMSU 15/23 Election of BOD Alumni Representative (Action, Felix)

M/S Felix/R Hernandez to open action item SMSU 15/23 Election of BOD Alumni Representative.

Raymond Moorehead, a recent graduate of CSUSB was referred to the Board by the Alumni Association as an excellent candidate for BOD Alumni Representative. Mr. Moorehead brings institutional knowledge, a background in student engagement as well as a background in business via his undergraduate degree.

Vote: 8-Y 0-N 0-A

Motion passed.

SMSU 16/23 Approval of RecWell Committee Members (Action, Del Rossi)

M/S Felix/J Hernandez to open action item SMSU 16/23 Approval of RecWell Committee Members.



Mr. Del Rossi has included two new members to the RecWell Committee: Jennifer Gless as a Staff Representative and Stefan Caderoa as an at-large student representative. This will create a student majority on the committee, however, two more student at-large representatives are needed.

M/S Felix/J Hernandez to amend SMSU 16/23 to read Approval of RecWell Committee Members with ASI involvement in recruiting student members.

Vote: 10-Y 0-N 0-A
Motion Passed.

Discussion ensued with ASI President Paola Galvez regarding ASI helping to recruit more student members for the RecWell Committee. Ms. Galvez directed the group to the ASI website for more information on how ASI can be involved.

Vote: 10-Y 0-N 0-A
Motion Passed.

SMSU 17/23 SRWC Shower Tile Repair Proposal; Acct: 660876-RO001-S7100; Not to exceed \$50,000 (Action, Del Rossi)

M/S Felix/J Hernandez to open action item SMSU 17/23 SRWC Shower Tile Repair Proposal; Acct: 660876-RO001-S7100; Not to exceed \$50,000

Mr. Felix explained that our bidding policy requires three bids for a large purchase, however, only two bids could be obtained for this project as contractors were not responsive timely. Since this project needs to move forward immediately, only two bids are being forwarded to the Board. Mr. Del Rossi and Mr. Sean Kinnally discussed the bids they received and want to consider the higher bid from Inland Flooring Contractors, Inc. This bid, even though slightly higher than the second bid, is more comprehensive and will assure the area is sustainable for a longer period with the work proposed to be completed.

M/S Felix/J Hernandez to amend SMSU 17/23 to read SRWC Shower Tile Repair to be completed by Inland Flooring Contractors, Inc.; Acct: 660876-RO001-S7100; Not to exceed \$48,963.00.

Vote: 9-Y 0-N 1-A
Motion Passed.

Discussion ensued regarding the nature of the work to be done, the timeline for completion and the impact on student use of the area while construction occurs.

Vote: 9-Y 0-N 1-A
Motion Passed.



SMSU 18/23 Review and approval of Parent Resource Center Proposal for SMSU South (Action, Felix)

M/S Moran/Felix to open action item Review and approval of Parent Resource Center Proposal for SMSU South.

Ms. Kimberly McDonald and Ms. Caitlin Sackett from the UEC Institute for Child Development and Family Relations spoke to a project originally brought to the SMSU Facilities and Sustainability Committee as part of Dr. Mark Agars team. This Parent Resource Center will serve the needs of student-parents, a large demographic on both the San Bernardino and Palm Desert campuses.

Mr. Felix explained the space to be used will be the former C-Store located near the info desk of the SMSU South. The space, originally planned to be a commuter lounge, however, budgetary restraints caused a delay in equipping the commuter lounge properly, therefore, the lounge is being replanned. Establishing the Parent-Resource Center in this space will help bring revenue to the area (allowing more planning of the intended commuter lounge) and creating a space for a substantial demographic of student.

Vote: 10-Y 0-N 0-A

Motion Passed.

SMSU 19/23 Review and acceptance of Audit Report (Action, E. Hernandez)

M/S J Hernandez/Moran to open action item SMSU 19/23 Review and acceptance of Audit Report.

Mr. David Robydek, Director of Clifton, Larsen, Allen is an outside objective financial and compliance auditor for the Santos Manuel Student Union. Mr. Robydek presented to the Board the FY22 audit and explained the process and procedure. The Audit Committee reviewed this audit as well and recommended Board approval.

Vote : 9-Y 0-N 0-A

Motion Passed.

SMSU 20/23 Review and approval of new SMSU Telecommuting Policy (Action, Felix)

M/S Felix/J Hernandez to open action item SMSU 20/23 Review and approval of new SMSU Telecommuting Policy.

Ms. Jennifer Puccinelli explained that a new Telecommuting Policy is being proposed as the former policy had expired. This policy is in line with the CSUSB campus policy and was approved by the Personnel Committee for Board approval. Mr. Felix clarified this policy as being part of employee well being for stress management, increased productivity (especially on large projects that require more focused time and attention) and better work-life balance for staff.

Vote : 10-Y 0-N 0-A

Motion Passed.



SMSU 21/23 Review and approval of new Cash Handling Policy (Action, J. Hernandez)
M/S Felix/J Hernandez to open action item SMSU 21/23 Review and approval of new Cash Handling Policy.

Ms. Maria Najera-Neri gave details regarding this policy stating that the SMSU previously had a cash handling procedure but not a policy. A policy is needed to update the SMSU's systems of cash handling in all forms including, currency, checks and credit cards. This updated policy was created with the help of the SMSU BOD Controller utilizing many features of cash handling policies from other CSU campuses.

Vote: 10-Y 0-N 0-A
Motion Passed.

Announcements:

ASUA Office Hours: 8:00am – 5:00pm; Be cognizant of registration deadlines.

New SMSU hires and promotions:

- Jared Fisk, Marketing Manager (Promotion)
- Kim Anacleto, Creative Specialist (Promotion)
- Navneet Singh, WRC Coordinator (New Hire)

October 15, 2022 - El Bracero Event at SMSU East Amphitheater

Adjournment:

M/S J Hernandez/Moran to adjourn. Meeting adjourned at 11:50am.

Reviewed and submitted respectfully by:

Chantal Moran
Chantal Moran (Oct 21, 2022 09:58 PDT)

Chantal Moran, SMSU Board Secretary

Oct 21, 2022

Date