

California State University, East Bay
Foundation, Inc.

Board of Directors Meeting
December 6, 2007 2:00 p.m.
Minutes

Board of Directors:

Dr. Mo Qayoumi, Chair
Mr. Shawn Bibb
Dr. Sonjia Redmond
Dr. Michael Leung
Dr. Bruce Trumbo
Ms. Grace Munakata
Mr. David Bowen
*Mr. Olden Henson
Ms. Ola Dokun
Mr. Noel Perez-Sanchez
Mr. Shiva Permmanisakul

**indicates member was not present*

Staff Present:

Mr. Christopher Brown
Ms. Danielle Ortuno
Ms. Cynthia Vinson

I. Call to Order

President Qayoumi called the meeting to order at 2:07 p.m. with a quorum present.

II. Public Discussion

No Public Discussion

III. Approval of Agenda

M/S/P (Bowen/Leung) The agenda be approved as presented

IV. Comments From the Chair

President Qayoumi announced changes to the campus shuttle route to include a stop at K-Mart for a park & ride. This will help relieve the parking congestion for students, Faculty and Staff.

President Qayoumi also stated the University has begun the strategic planning process for the physical master plan of the University. The University will hold a series of campus and community outreach meetings to discuss issues that the physical master plan needs to address.

V. Announcements

No Announcements

VI. Consent Calendar

- A. Minutes of October 25, 2007
- B. Disposition of Surplus Equipment

M/S/P (Leung/Bibb) The consent calendar and the disposition of surplus equipment be approved as presented.

VII. Quarterly Financial Report

Mr. Brown reported that the 1st Quarter Financial Report has a couple of variances from the previous year due to a couple of items not properly accrued in 2006. Increased revenue in the bookstore was due to the sale of computers to University departments and the new vending contract that provided a higher rate of return on sales and more machines on campus

M/S/P (Bowen/Bibb) The financial statement be approved as presented.

VIII. Quarterly Investment Report

Mr. Brown noted that although the return for this year is not as good as last, the Foundation is doing well relative to the current market. Dr. Trumbo requested information on how the current housing market has affected the Foundation's portfolio. Mr. Brown agreed to organize the information in a report for the March board meeting.

M/S/P (Bowen/Bibb) The investment report be approved as presented.

IX. Executive Director's Report

Mr. Brown reported that the electronic timekeeping system, ezLabor, has received some negative feedback from the field. Mr. Brown plans to hold meetings with the PI's to resolve the issues with the system.

X. Bookstore Consultants Report

Mr. Brown reported that the Campus Bookstore Consultants have finished their review of the Bookstore. He explained that consultants reviewed the operations and policies of the bookstore to help improve the performance of the Bookstore. The consultants come highly recommended by a number of other CSU's that have engaged their services. The three main topics in the report were market share, reduction of the personnel expense ratio, and usage of space.

Mr. Brown will present an executive summary of the report at the March board meeting with the recommendations.

XI. Adjournment

M/S/P (Redmond/Bibb) The meeting was adjourned at 3:47 p.m.

Approved

Minutes of the CSUEB Foundation Board of Directors for the December 6, 2007 meeting were adopted on April 24, 2008.

Secretary Shawn Smith

Date 5-20-08

Executive Director [Signature]

Date 5-20-08