CSU East Bay Foundation, Inc.
Board of Directors Meeting

Thursday, February 19th, 2009, 3:30 P.M.
Minutes

Board of Directors:
Dr. Qayoumi
Mr. Bibb
Dr. Mahoney
Dr. Swartz
Dr. Woods
Dr. Munakata
Dr. Opp
Mr. Hensen
Mr. Lane
Mr. Maheshwari
Ms. Ojokian
- Indicates member absent

Managers/Staff Present:
Mr. Brown
Ms. Truong

I. Call to Order
President Qayoumi called the meeting to order at 3:31 with a quorum.

II. Public Discussion
There was no public discussion.

III. Approval of Agenda
MSP (Swartz/Bibb) to approve agenda

IV. Update from the Chair
President Qayoumi provided an update on the state budget indicating there would be challenges in the coming year. He also indicated the cabinet and the campus had been working diligently on the campus budget plan.

V. Announcements/Introductions of New Board Members
There was an introduction of Dr. Woods as a new board member. There were no other announcements.

VI. Consent Calendar
MSP (Swartz/Bibb) to approve the minutes as presented.

VII. Update from the AVP/Executive Director (Brown)
Mr. Brown gave an update with regard to operations at the Foundation. He began his report with compliments to the managers and staff that work at the foundation thanking them for their tireless efforts. The following are the points he also touched on in his report:

Dining Services:
- Continuing to work out the kinks in the dining commons, however overall it is running very smoothly with great customer feedback.
- Looking at potential coffee shops in the library and maybe VBT
- The foodservice trailer has arrived at Concord, now just waiting for installation.
- Currently working on a new contract with Aramark to improve the current contract language.

Fiscal Services:
- Making excellent progress on operational aspects as well as the audits
- Working to make it more user friendly for PI’s – not there yet, but very good progress.
- Jayme and her staff are working very hard and doing excellent work

Human Resources/Payroll:
- In addition to on-line payroll, now have on-line W2’s and paystubs (3 years worth)
- Payroll system almost automated with regard to fringe and account distribution
- Great progress bringing costs down in insurance and unemployment costs.
- Danielle is working extremely hard and doing an excellent job.

Bookstore:
- Remodel went very well with great results and a wonderful grand opening celebration.
- Will be looking at doing the Concord remodel this coming summer
- Student Affordability plan (handout)
  o Working with Sue Opp to get the affordability plan to the Senate for their input.
  o ASI has presented the plan statewide at CSSA
- On-time adoption rewards plan (handout)

Principle Investigator Meeting:
- Meeting went very well, good dialog, questions and solutions – very helpful
Approved

- Provided some good input into some things we can do better as well as explained a number of things that we can do to help facilitate things
- Issue of fiscal transparency and PI concerns over privacy of their accounts

**Enterprise Operations – Non-Foundation Operations**
- Parking plan under way
- Parking structure
- Parking enforcement very thorough and strategic – vast improvements
- Facility rentals/reservations
- Alternative transportation – route 92, class pass, etc.

**VIII. Q2 Financial Report (Brown)**
Mr. Brown gave a financial report for the Foundation as of Q2 with the following details:
- The foundation is seeing substantial improvement in fiscal performance as indicated by the Q2 income statement
- However, it's important to know there are still fiscal issues due to prior commitments that must be honored such as the post- retiree medical plan
- If one removes building/capital assets from the balance sheet, there is little in the way of net assets. Basically, removing capital assets leaves 15m in assets and 14m in liabilities – a weak financial position to be in.

There was a discussion about providing more object level detail in future income statements which Mr. Brown indicated would be provided.

**IX. Q2 Investment Report**
Mr. Brown gave the investment report for the Foundation as of Q2 with the following details:
- Market as a whole has been terrible
- We've done bad, but not as bad as others. A 278k loss on Foundation and a 114k loss on post-retirement trust account.
- Fortunately, much of the funds in LAIF and not in the market

**X. Salary Adjustment**
MSP (Swartz/Bibb): to approve the salary adjustment for the grant employees.
MSP (Swartz/Mahoney) to table the motion regarding the salary adjustment for career employees.

**XI. Employee Benefits**
MSP (Opp/Maheshwari): to approve the motion to remove long term disability insurance provided to Foundation management staff.
MSP (Hensen/Maheshwari): to approve the motion to remove paid parental leave for foundation employees.

XII. Aramark Contract
During item VII above, Mr. Brown indicated he as renegotiating some of the details of the current Aramark contract.

XIII. Committee Appointments (Bibb)
MSP (Opp/Bibb): to approve the motion to appoint Dr. Munakata to the Executive Committee

XIV. Adjournment
MSP (Maheshwari/Bibb)

Minutes of the CSUEB Foundation Board of Director’s Meeting for the February 19, 2009 meeting were adopted on June 4, 2009.

Secretary ___________________________ Date 4.27.10

Executive Director ___________________ Date 4.26.10