**Board of Directors Special Meeting Minutes of Wednesday, April 10, 2013**

1. CALL TO ORDER: President **Chang** calls the meeting to order at 12:15pm
2. ROLL CALL

Present Members Absent Members Guests

Jerry Chang Sarah Kelso Darrell Haydon

Zamil Alzamil Derek Volk

Erik Pinlac

Stephanie Flowers

John Erlandson

Erin L. Baca

Michelle C. Xiong

Erik I. Olivar

Stephanie Pinkston

Laurel O’Brien

Pablo Benavente

Seetha Ream-Rao

Garrick B. Sangil

Stan Hebert

Randy Saffold

Marissa Perry (Debby De Angelis)

D. McKinney

1. ACTION ITEM **- Approval of the Agenda**

**Motion: (Ream-Rao) to approve the agenda.**

**Motion Carries.**

1. ACTION ITEM **- Approval of the April 3, 2013 Minutes.**

**President Chang approves the April 3, 2013 Minutes.**

1. PUBLIC COMMENT

**Public Comment is intended as a time for any member of the public to address the Board on any issues affecting ASI and/or the California State University, East Bay.**

**Perry** highlights the following:

* Speaker Natalie Ehmka will be on campus on Wednesday, April 17th, at 7p.m at the University Theater, and will speak in regards to sexual assault, and dating violence. She highly encourages the Board of Directors to attend the event.
* Baseball and Softball are ending their season this April.

**4:39**

1. DISCUSSION ITEM – **Investment Policy and Other Policies for Audit Compliance –** Darrell Haydon

President **Chang** yields the floor to **Haydon** where he highlights the following:

* Gatsby 45 Governmental Accounting Standard- recognized the liability for the post retirement pension obligation in the current financial statement.
* CSU East Bay has three accelrys that fulfill the Gatsby 45 requirement.
* ASI and The Foundation have the obligation to recognize post-retirement medical benefit.
* Pension Liability for unfunded liability for ASI is $1.2 million.
* Earlier this fiscal school year the University funded the liability for the UU employees a total of $525 thousand.
* ASI funded $450 thousand of the $700 thousand for liability, and is sitting at the UBS; the investments company the University uses.
* He is asking the board to ratify an investment policy, to direct UBS to invest that money.
* The purpose of the investment is to fund the medical benefits for retired and current employees if ASI is seized to exist.
* Each year ASI financial statements are audited as a requirement of the CSU system and to file a 499 tax form.
* The contracted ended last year with AKT auditors. The audit committee is looking for new auditors including MGO Accountants, a candidate that is qualified with relatively low charging fee.

**16:26**

1. ACTION ITEM- **ASI Flex Cash Plan –** Zamil Alzamil

President **Chang** yields the floor to VP **Alzamil** where he highlights the following:

* Previously discussed in the last board meeting.
* A plan to give employees cash if they have medical and dental insurance that is not provided by ASI.

ED **Saffold** highlights the following:

* In the past ASI has been giving reimbursement for medical insurance.
* HR has flagged this plan as there is not policy.
* The flex cash plan will save ASI money; cost less and can still continue to reimburse employees who are claiming a reimbursement now.

**Motion: (Pinlac) to adapt the resolution POD 2013 2R, the adaption of the Flex Cash Benefit Policy.**

**Discussion: (Saffold) states it may be 1R instead of 2R as the board has not passed any policy in 2013; he will go back and check.**

**Motion Carries.**

**19:54**

1. ACTION ITEM- **Extension of appointment for Interim Rec Director –** Zamil Alzamil

**Motion: (Ream-Rao) to move to close session.**

**Motion Carries.**

1. DISCUSSION ITEM – **Meeting Reference Materials and Archive –** John Erlandson

**Motion: (Erlandson) to table item till next meeting.**

**Motion Carries.**

1. DISCUSSION ITEM – **Student Discount Program –** Jerry Chang

President **Chang** highlights the following:

* Hayward’s Governing Board supports the idea of student discounts.
* Hoping to expand shuttle and public transportation services, including potential shuttle service on Friday evenings and weekends.
* Work with Hayward businesses to establish student discounts.
* Encourages the board to visit local businesses and suggest discount ideas.
* Not limited to businesses on the chamber of commerce.

**Mckinney** suggests attending the Chambers of Commerce mixers and to create relationships with business owners.

**Pinkston** mentions if the student discount can also be implemented for the Concord Campus as there are no restaurants on campus.

**Hebert** highlights the following:

* There are several businesses that currently offer discounts to students, and would be wonderful resources to find out their experience, and any suggestions they might have.
* Local business Yogurt Hill is also seeking for ideas to attract more activity. They are willing to host meetings for organizations, clubs and committees in their shop.
* Suggest creating a small advisory group to institute the best practices and the most vendors.

ED **Saffold** suggests having 2 for 1 coupon.

VP **Alzamil** mentions to look at successful businesses and their deals to establish why they are popular.

**Ream-Rao** mentions once the discounts have been establish to ask the businesses to promote/market to students by having buy one get one free, or 2 for 1 deal.

**Xiong** mentions also to encourage fundraisers within the local businesses rather than major chain restaurants.

President **Chang** states VP **Flowers** will maintain a Google document where the board can suggest businesses they would like to see discounts at.

**36:15**

1. ROUNDTABLE REMARKS

**Alzamil** asks for debrief on committee activities and progress.

**Pinlac** states the Finance Committee will meet this Friday, with the proposed changes. The committee will be finishing the budget, and working on the planning for distinction.

**Flowers** states she is finishing up her projects and will have the committee vote on them. The committee is also working on planning for distinction.

**Ream-Rao** expresses her sadness for missing the Mary Robinson event and the first job Panel. The legislative committee attended the CHESS conference which included several trainings, and meetings with aids or legislators themselves. She pitched the idea of the Job Panel to all the offices and they might sent a representative from there office to the last panel, including Senator Corbett. Lastly the legislative database is up and running.

**Xiong** mentions she also attended the CHESS Conference and encourages members to attend next year as it is a wonderful learning experience. She is also pitching the Job Panel of Public Administration and Social Justice in all of her classes.

**McKinney** apologizes for missing the Monday Job Panel, but does recognize the Board for doing a great job at the first job panel. He attended the scholarship dinner and enjoyed the event and encourages for members to attend next year.

**Saffold** mentions he has attended the job panels, and wants to assure that at the end of the job panel to make a special thank you to the staff working behind the scenes. The job panels have been taking a lot of time from the ASI administrative staff that has resulted in several missed meetings among other, but all are minor issues. He reminds the Board of the scheduled with facilities in regards to field space initiative, to expand intermural sports outdoors. He has been working with **O’Brien** and sustainability council to look at creating sustainability internships on campus. Also he is working with ADP as evaluations are due this August. Lastly, students for student’s database should be up and running as soon as the student data is received.

**Hebert** states the fact the job panels are taking place is a success. Also documenting the panels is great, and encourages it for future reference. Reminds the Board Welcome Day is schedule for Friday at 8am. He also reminds all board members should have someone in mind for elections and encourage them to run for an ASI office, assuring they know the eligibility, requirements, expectations, and benefits.

**McKinney** suggests taking pictures of students with the panelist at their table that can be used as a thank you for each panelist. Also encourages to advice students to take part in ASI at the job panels.

**Saffold** states this election needs to adopt the articles already approved; the Chancellor mandatory office change.

**O’Brien** states she has spoken to Garvin in regards to the sustainability internship, and wants to put a video production team to work with Pioneer WebTV. Also with the funds approved by the Board, she has requested for Garvin to retrieve price quotes for t-shirts that are organic cotton, and locally printed for Earth Week.

**Benavente** states he is looking into buying tank tops that have the ASI logo as summer is coming up.

**Olivar** recommends recording the first hour of the job panels as many students have expressed it would be beneficial as they cannot attend the panels due to conflict of schedule.

**Saffold** states the recording of the panels has been approved and it will be streamed.

**Garrick** reports he and **Erlandson** have been working on the 5k. He also reports many students have given positive feedback in regards to the job panels.

**Erlandson** reports the 5k has 22 participants so far. For the ASI team, ten individuals are needed and encourage the board to email him if interested in joining the team. There is also volunteering opportunities for the 5k. The internal committee is planning and deciding the date for the next town hall meeting and also working on an ASI strategic plan. He also reports students’ working for students is coming along and the ASI Wikipedia article is coming along.

**Chang** thanks the board for doing a great job at the job panels. Also states to encourage students to attend the Monday Job panels especially the second hour. He reports six campuses are in contact with their students, alumni, and career services to develop job panels with in the CSUs. He hopes to build correlations with other campuses to practice the best skills for creating a job panel system. Lastly he reminds all committees need to submit their documents and plans as the quarter is coming to an end and there are only four board meetings left.

**Saffold** reminds the board after the job panels are over to shift the direction and attention to the changes coming up in regards to ASI moving over to the New Union as it may affect the work productivity.

1. ADJOURNMENT

Meeting adjourned at **1:26pm.**

Minutes reviewed by:

**ASI President**

**Name: Jerry Chang**

Minutes approved on:

**4/24/13**

**Date:**