



CAL STATE EAST BAY

CSU East Bay Foundation, Inc.

CSU East Bay Foundation, Inc.
Board Meeting Minutes
March 1, 2018
1-2:30 p.m. SA 4350

In Attendance

Debbie Chaw
Dr. Monique Manopoulos
Dr. Nancy Mangold
Kim Huggett

Absent

Dr. Edward Inch (Vice Chair)
Bill Johnson (Chair)
ASI President Samantha Quiambao
ASI Vice President Alex Goelzer
ASI Finance Ryan Finazzo

Staff in Attendance

Carmen Rusca

- I) Meeting called to order by Debbie Chaw 1:09 p.m. A quorum was not achieved.
- II) Approval of agenda and Meeting Minutes for December 8, 2017 were not approved due to a lack of a quorum. It was agreed that the meeting minutes would be approved at the June board meeting.
- III) Debbie Chaw reviewed the FY 17/18 Operating Budget. It was noted that since retirement expenses are now included in the operating budget there appears to be a deficit, however, they are offset by investment return income not included in the operating budget so when Financial Statements are completed, there will not be an issue.
- IV) Debbie Chaw reviewed two updated agreement documents, which are required by the Chancellor's Office:
 1. *The CSU and CSUEB Foundation, Inc. Operating Agreement*
This document is required to authorize the Foundation as an auxiliary to do business with the CSU.
 2. *The Memorandum of Understanding between CSUEB Foundation, Inc. and CSU East Bay*
This document is required and delineates the services that CSUEB will be providing to the Foundation. These included functions such as banking, and cash management

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oversight, Budgeting, Accounts Payable, Pre-and Post-research and Sponsored Program Administration.

The participating board members agreed that a special board meeting should occur in order to approve the Operating Agreement and Memorandum of Understanding by the required CSU due date. It was agreed that the meeting would take place via email on March 7, 2018.

- V) Other Business: The contract with Follett to run the bookstore will expire soon. In lieu of an RFP- since there are only two enterprises to participate; Follett and Barnes and Noble will be asked to make presentations to the Foundation.

With no further business, Debbie Chaw adjourned the meeting at 1:48 pm.



Debbie Chaw, Secretary Treasurer

Recorded by Carmen Rusca
3/1/2018

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