

Associated Students, Inc.
California Polytechnic State University
BOARD OF DIRECTORS

#17-02 Summer Board Meeting Minutes

September 9, 2016

10:00 a.m., UU220

Voting Members Present:

Riley Nilsen- Chair of the Board, College of Agriculture, Food and Environmental Sciences

Lexie Bonestroo - College of Science and Mathematics

John D'Ambrosio - Vice Chair / College of Engineering

Rita Elfarissi - College of Liberal Arts

Tyler Lee - College of Architecture and Environmental Design

Alice Read- Orfalea College of Business

Voting Members Absent:

Haley Warner / College of Agriculture, Food and Environmental Sciences

Non-Voting Members Present:

Jana Colombini- ASI President

Kaelan Sobouti - Chair of the University Union Advisory Board

Anthony Haddad - ASI Chief of Staff

Dwayne Brummett - ASI Executive Director Representative

Lindsey Lee - Board of Directors Advisor

Tracy Watson - Board of Directors Assistant

Non-Voting Members Absent

Guests:

Kate Granlund - Vice Chair of the University Union Advisory Board

John Griffin - ASI Board of Directors

Cyrus Ebadat - ASI Board of Directors

- I. **Call to Order: Meeting #17-02 was called to order at 10:03 a.m.**
- II. **Flag Salute**
- III. **Letters & Roll Call**
 - A. **None**
 - B. Roll call was taken and quorum was met.
- IV. **Open Forum**
 - A. **None**
- V. **Approval of Minutes**
 - A. **Minutes from meeting #17-01, August 19, 2016 stand approved as written.**

VI. Leaders' Reports

A. Chair of the Board – Riley Nilsen

- i. Riley welcomed the summer board members and standing committee chairs.
- ii. She thanked the Leadership Team for their diligence in planning the Student Government Fall Kickoff. The Leadership Team is excited for Student Government members to participate in the two days of training.

B. ASI President –Jana Colombini

- i. Jana reported that she has had the opportunity to meet with community members, faculty, staff and administration associated with the campus community.
- ii. She stated that she has been working on a campaign to educate students on the Student Involvement Representative Fee (SIRF) and the option to opt out of the \$4.00 fee per year. This fee is to create a more stable, independent, and expanded statewide student association through the California State Student Association (CSSA.)
- iii. Jana reported that she is the chair of the Student Community Liaison Committee (SCLC.) The committee includes members from the community, Cal Poly & Cuesta College students and administration, and city administration. The goal of the SCLC is to promote communication and unity in the community.

C. ASI Chief of Staff –Anthony Haddad

- i. Anthony announced that 13 project approvals have been approved for fall quarter. He stated that upcoming events include WOW Showcase, Welcome SLOme, a sponsorship for Good Neighbor Day and the beginning of the TurboVote campaign.

D. Chair of UUAB –Kaelan Sobouti

- i. Kaelan reported that he and Kate have been finalizing the structure for the UUAB and he has been meeting with campus entities that work closely with the UUAB.
- ii. He announced that a national art exhibit, The Cow Parade, is coming to Cal Poly. He stated that the President's Office purchased a cow and has given ASI the opportunity to house the "Moostang" in the University Union. It will be on display until May.
- iii. Kaelan reported that the Leadership Team visited three CSU campuses and gained insight to their Associated Student organizations and their facilities.

VII. Executive Director's Report –Dwayne Brummett

A. Dwayne reported that ASI full-time staff held their annual Fall Kickoff with special guest speaker, Paul Wesselmann, The Ripples Guy. He presented a day long conversation on "unleashing the best in yourself and others."

B. Staff Updates:

- i. New Hires: Matt Eaton, Coordinator of Outdoor Recreation and Colleen Holton, temporary Teacher.
- ii. Separations: Tami Pauly, Accounting Technician and James Arredondo, Building Service Worker.
- iii. Recruitment:
 - a) Associate Teacher – Children's Programs
 - b) Coordinator – Children's Programs
 - c) Programmer - Information Technology
 - d) Building Service Worker – Facility Operations

(1) Accounting Technician (AR & Fixed Assets) – Business Services

- C. Dwayne reported that staff has been working with a social media branding specialist to begin guideline implementation throughout social media accounts including Facebook, Instagram, LinkedIn, Twitter, YouTube and Snapchat. The goal is to build cohesiveness and guidelines that outline steps for branding consistency in appearance and posting information. He stated that a “parent” Facebook page and Instagram account have been created. These sites will promote a broad coverage of all ASI happenings and help share student and Cal Poly related announcements. The graphics department has updated our branding to include promotion of our social media outlets in all digital and print materials.
- D. Dwayne stated that information is being collected to begin creating the text and info graphics for the 2015-16 Annual Report.
- E. He stated that the graphic designers have been busy creating promotional materials for the beginning of fall quarter. There are currently 15-20 projects in process.

VIII. **Old Business**

- A. **None**

IX. **New Business**

A. **Consideration of the 2015-16 Audit Report**

- i. Dwayne Brummett, Associate Executive Director, presented the 2015-16 Audit Report conducted by Vasin, Heyn & Company. He stated that the report is required by the California State University system and the Non-Profit Integrity Act with a full exam of all records, making sure we are following policy. Dwayne reviewed the document in detail and stated that the auditors reported that the financial statements present fairly and they had a clean opinion. He explained that due to time constraints with the CSU, the document needed to be accepted or denied by the Summer Board but will be reviewed by the full board in the fall. He stated that the document is not in the final bound format and is marked as a draft, however, no changes will be made.
- ii. **Motion #1 (Elfarissi/Bonestroo) “Move to accept the 2015-16 Audit Report as presented.”**
- iii. **Motion passed unanimous voice vote.**

X. **Announcements**

XI. **Adjournment –Meeting adjourned at 10:59 a.m.**

CERTIFIED As the true and correct copy, in witness thereof, I have set my hand and seal of the Associated Students, Inc. this ___ day of ___ 2016.

ADOPTED at the regular meeting of the Board of Directors by ***Unanimous/Majority vote*** on _____, 2016

ASI Secretary

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