

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

**#22-02 ASI/UU Summer Board Meeting Minutes**

September 14, 2021

5:00 p.m.

Zoom Meeting

Meeting ID: 830 3774 4360

**Voting Members Present:**

Andrew Kim - Vice Chair, College of Liberal Arts

Alexander Ameri - College of Architecture and Environmental Design

Natalie Estilo - Orfalea College of Business

Cassandra Monterrosa - College of Agriculture, Food and Environmental Sciences

William Terlinden - College of Engineering

Thomas Tang - College of Science and Mathematics

**Voting Members Absent:**

None

**Non-Voting Members Present:**

Suha Hussain - Chair of the Board

Alena Robinson - Chair, University Union Advisory Board

Cade Creason - Chief of Staff

Michelle Crawford - ASI Interim Executive Director

Lindsey Lee - Board of Directors' Advisor

Tracy Watson - Board of Directors' Assistant

**Non-Voting Members Absent**

Tess Loarie - ASI President

**Guests:**

Dwayne Brummett - Associate Executive Director

Carol Brizendine - ASI Director, Business Services

Robyn Wallman - ASI Director, University Union

Heather Zacker - ASI Director, Finance

Tracy Kinderknecht - ASI

**I. Call to Order: Meeting #22-01 was called to order at 5:06 p.m.**

- A.** *We acknowledge that the land on which Cal Poly sits carries the heritage and culture of the Indigenous People of San Luis Obispo County, the yak tit̥u tit̥u yak tit̥hini, Northern Chumash tribe. We honor the Indigenous People's connection to these territories and respect the land on which we gather today.*

- B. Suha stated that due to the nature of real-time captioning the resulting unedited text may contain errors and is not an authoritative record of the meeting.

II. **Letters & Roll Call**

- A. None

III. **Open Forum**

- A. None

IV. **Approval of Minutes**

A. **Approval of minutes from meeting #22-01, August 23, 2021**

- i. **Motion #1 (Kim/Ameri) "Move to approve the minutes from meeting #22-01, August 23, 2021."**
- ii. **Motion passed unanimous roll call vote.**

V. **Leaders Reports**

A. **Chair of the Board - Suha Hussain**

- i. Suha reported that preparations for standing committee chair training are in progress.
- ii. She stated that the need to fill the vacancy in the College of Liberal Arts will be discussed with the College of Liberal Arts members to identify a new member.
- iii. She encouraged members to sign up to volunteer for the WOW Club Fair.

B. **ASI President -Tess Loarie**

- i. Absent
- ii. No report submitted.

C. **ASI Chief of Staff - Cade Creason**

- i. Cade announced the Buck the Stigma event on October 10-15 for mental health awareness week.
- ii. He reported that the Secretary of Student Rights and Engagement is providing educational resources for the recall election. The Secretary of Sustainability will be holding the Sustainability Round Table meetings soon.
- iii. The Executive Staff meetings will be held bi-weekly Wednesday, 5-7 p.m. beginning on October 6.

D. **Chair of UUAB - Alena Robinson**

- i. Alena gave highlights from her report submitted.

VI. **Executive Directors Report -Michelle Crawford**

- A. Full report submitted.
- B. Michelle encouraged members to read her full report with updates from all areas of ASI.
- C. She reported that because of the challenges of hiring student staff and being short staffed, the University Union and the Recreation Center will have limited hours.
- D. She announced that Dwayne Brummett, Associate Executive Director, will retire after 20 years of service to ASI. Heather Zacker has been hired as the Director of Finance.

VII. **Old Business**

- A. None

VIII. **New Business**

A. **Action Item: Accept the 2020-21 Annual Audited Financial Statements and Independent Auditor’s Report**

- i. Dwayne Brummett, Associate Executive Director, presented the Annual Audited Financial Statement and Report, stating that it is the responsibility of the Board of Directors to accept the report as a formal record for the organization. He stated that the report is required by the California State University system annually. He stated that the report is a snapshot in time from July 1, 2020, through June 30, 2021 and examines ASI’s books and procedures. Dwayne reviewed the document in detail and stated that the auditor’s summary report shows the opinion that all documentation was presented fairly in all material aspects. He explained that due to time constrictions with the CSU, the document needs to be accepted by the summer board but will be reviewed by the full board in the fall.
- ii. **Motion #2 (Estilo/Terlinden) “Move to accept the 2020-21 Annual Audited Financial Statements and Independent Auditor’s Report.”**
- iii. **Motion passed by unanimous roll-call vote.**

I. **Announcements**

- A. Announcements were made.

II. **Adjournment**

- A. **Meeting adjourned at 6:15 p.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 \_\_\_ 2021.

**ADOPTED** at the regular meeting of the Board of Directors by ***Unanimous/Majority vote*** on \_\_\_\_\_, 2021.

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ASI Secretary

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ASI Secretary