

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

#23-15 ASI Board of Directors - Meeting Minutes

May 17, 2023

University Union, Room 220, 5:10 p.m.

Voting Members Present:

Emily Chan - Orfalea College of Business

Tyler Coari - College of Liberal Arts

Cynthia Diaz - Vice Chair, College of Agriculture, Food and Environmental Sciences

Nick Endres - Orfalea College of Business (left at 6:28)

Daniel Hanson - College of Science and Mathematics (left at 6:02, returned 6:06)

Olivia Huyler - College of Liberal Arts (left at 7:15, returned 7:17)

Siddharth Kartha - College of Engineering

Elias Mandegarian - Orfalea College of Business (recognized at 5:43, left 5:46, returned 5:50)

Maya McClain - College of Liberal Arts

Brady Pauken - College of Agriculture, Food and Environmental Sciences (left 6:52, returned 6:54)

Kelly Pi - College of Science and Mathematics (recognized at 5:20)

Emily Prince - College of Science and Mathematics (recognized at 5:33)

Alexandria Raynes - College of Liberal Arts

Carlos Rodriguez Orozco - College of Engineering (left at 7:12, returned 7:15)

Evan Schwaegerle - Orfalea College of Business

Andrew Sime - College of Architecture and Environmental Design (recognized at 6:32)

Sujanya Srinath - College of Engineering

Andre Yarcán - College of Science and Mathematics (left at 6:38, returned at 6:41)

Voting Members Absent:

Ananya Patil - College of Engineering

Natalie Santos - College of Agriculture, Food and Environmental Sciences

Allison Stauffer - College of Agriculture, Food and Environmental Sciences

Joe Tam - College of Architecture and Environmental Design

Vacant - College of Architecture and Environmental Design

Vacant - College of Engineering

Non-Voting Members Present:

Marirose Evenden - Chair, ASI Board of Directors

Gracie Babatola - ASI President (arrived 5:43)

Jacob Schlottmann-McGonigle - Chair, University Union Advisory Board (left at 6:45)

Andrew Kim - ASI Chief of Staff (left at 6:38)

Michelle Crawford - ASI Executive Director

Lindsey Lee - Board of Directors' Advisor

Dr. Jo Campbell- University President's Representative (left at 6:15, returned 6:24)

Andrea Burns - Cal Poly Corporation Representative (left at 6:18)

Tracy Watson - Board of Directors' Assistant

Non-Voting Members Absent:

Dr. Thomas Gutierrez - Academic Senate Representative

Guests:

George Hughes - Cal Poly Chief of Police, Assistant Vice President of Public Safety

Ashley Shoals - ASI Director, Children's Programs

Sarah Hawkins - Leadership & Service

Ashley Jones - Club Sports Advisor

Anja Cronjaeger - Club Sports - Vice Chair of Finance

- I. **Call to Order: Meeting #23-15 was called to order at 5:15 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 titʻu titʻu yak tithini, Northern Chumash tribe. We honor the Indigenous People's connection to these territories and respect the land on which we gather today.*
- II. **Letters & Roll Call**
 - A. With 16 members present, quorum was met.
 - B. Marirose received one letter from a student as a thank you to ASI Events for the graduation hat decoration event.
- III. **Open Forum**
 - A. None
 - B. Director Pi was recognized at 5:20 p.m.
- IV. **Approval of Minutes**
 - A. **Approval of minutes from meeting #23-14, May 3, 2023**
 - i. **Motion #1 (McClain/Raynes) "Move to approve minutes from meeting #23-14, May 3, 2023."**
 - ii. **Motion passed by unanimous voice vote.**
- V. **Leaders' Reports**
 - A. Chair of the Board - Marirose Evenden
 - i. Marirose introduced Club Sports representatives for the end of year report.
 - ii. Anya Cronjaeger, and Ashley Jones presented the annual Club Sports end of year report. They shared budget breakdowns for teams, expenses, and highlights from teams. Ashley stated that they value ASI's continued support to allow teams to represent on local, regional, and national levels.
 - B. ASI President - Gracie Babatola
 - i. Director Prince was recognized at 5:33.

- ii. ASI Learn by Doing Leadership Endowment Update
 - a) Gracie presented the Leadership Endowment brochure with the synopsis of ensuring the future of Cal Poly student leadership is accessible to all students. With participation declining in recent years, it has become evident that financial support is needed since the time commitment does not allow for an additional job for some. Representing the student body and engaging in shared governance should not be limited to only those students who can afford to volunteer their time. Gracie stated that it was presented to the Cal Poly Foundation Board and was well received.

C. ASI Chief of Staff – Andrew Kim

- i. Report submitted.
- ii. Andrew gave highlights from his report.
- iii. Director Mandegarian was recognized at 5:43.

D. Chair of UUAB – Jacob Schlottmann-McGonigle

- i. Jacob reported that recruitment for UUAB membership and vice chair are currently open.

VI. Executive Directors' Report

A. Report submitted.

B. ASI Reserves Strategy

- i. Michelle stated that the fiscal policy outlines the reserve requirements for the organization. Pursuant to this policy, the organization's working capital balance shall fall between 15%-35% of the current year's budgeted expenses. If the reserves are more than the policy limit, the Executive Director is responsible for developing and recommending a strategy to the Board of Directors for management and/or use of the working capital surplus.
- ii. ASI's working capital balance was \$561,930 more than the maximum amount allowed per fiscal policy as of June 30, 2022. Since that time, the board has approved the following services:
 - a) \$63,000 Employee lump sum payments
 - b) \$62,500 Mustang Shuttle contribution
 - c) \$106,071 Rose Float Reserve designation
- iii. ASI Management met with the ASI officers to discuss proposed allocation of excess funds. Those conversations resulted in the following recommendation:
 - a) \$20,000 SAFER
 - b) Not to exceed \$500,000 Orfalea Family and ASI Children's Center
 - (1) Clause for economic uncertainty:
 - (a) If the organization's post-retirement health benefit costs exceed the budgeted expense of \$366,947 by more than \$100,000, ASI Management recommends reducing the Children's Center general reserve allocation by that amount, up to \$100,000, ensuring the minimum contribution to the Children's Center would be \$400,000.

VII. Representatives' Reports

A. University President's Representative – Dr. Jo Campbell

- i. Full report submitted.

- B. Academic Senate Representative – Dr. Thomas Gutierrez
 - i. Absent
 - ii. Report submitted.
- C. Cal Poly Corporation Representative – Andrea Burns
 - i. Report submitted.

VIII. Old Business

- A. Action item: Bill #23-02 General Updates to the ASI Bylaws
 - i. Motion #2 (Pauken/Coari) “Move to approve Bill #23-02 General updates to the ASI Bylaws.”
 - ii. Motion #3 (Coari/McClain) “Move to amend the Bylaws by striking “and” from section 4.3.1 and adding “federal.”
 - iii. Director Coari stated that External Affairs advocates on behalf on local, state, and federal levels.
 - iv. Motion passed by unanimous voice vote.
 - v. Main motion passed by unanimous standing vote.

IX. New Business

- A. Action Item: Proposal to Allocate Up to \$100,000 from the Children’s Center designated Reserve for Children’s Center Facility Improvements
 - i. Motion #4 (Coari/Diaz) “Move to approve proposal to allocate up to \$100,000 from the Children’s Center designated reserve for Children’s Center facility improvements.”
 - ii. Cynthia stated that the Business and Finance Committee reviewed the proposal and recommended a unanimous do pass.
 - iii. Motion passed by unanimous voice vote.
- B. Action Item: Proposal to Allocate Up to \$200,000 from the ASI Capital Expenditure Reserve for Children’s Center Facility Improvements
 - i. Motion #5 (Diaz/Raynes) “Move to approve the proposal to allocate up to \$200,000 from the ASI Capital Expenditure Reserve for Children’s Center Facility Improvements.”
 - ii. Members expressed concern that \$500,000 was a large sum of money for 132 students using the program, however, agreed that the facility repairs were needed to ensure a safe environment.
 - iii. Cynthia stated that the Business and Finance Committee reviewed the proposal and recommended a unanimous do pass.
 - iv. Motion passed unanimous voice vote.
 - v. Director Simes was recognized at 6:32 p.m.
- C. Action Item: Proposal to Allocate up to \$200,000 from the ASI General Reserves for Children’s Center Facility Improvements
 - i. Motion #6 (Kartha/Diaz) “Move to approve the proposal to allocate up to \$200,000 from the ASI General Reserves for Children’s Center Facility Improvements.”
 - ii. Motion #7 (Kartha/Diaz) “Move to amend the motion to read “Move to approve proposal to allocate up to \$200,000 from the ASI General Reserves for Children’s

Center Facility improvements and add “following the economic uncertainty clause as outlined in the ASI Executive Director Reserves Strategy.””

iii. Amendment passed by unanimous voice vote.

iv. Main Motion passed by majority voice vote.

D. Action Item: Club Funding Split for FY 2023-24 of \$85,000 to Club Sports and \$25,000 to Clubs

i. **Motion #8 (McClain/Diaz) “Move to approve the Club Funding Split for FY 2023-24 for \$85,000 to Club Sports and \$25,000 to Clubs.”**

ii. Cynthia stated that based on a presentation at Business and Finance Committee, Club Sports uses all their funding where clubs do not, and unused funds roll over to next year.

iii. Members mentioned that outreach to clubs is recommended for the future, so they are aware funding is available.

iv. **Motion passed by unanimous voice vote.**

E. Action Item: Partnership with Transportation and Parking Services and to fund additional \$36,344 for FY 2023-24 supporting Mustang Shuttle Operations to be paid from ASI Student Government Reserves.

i. **Motion #9 (Diaz/Kartha) “Move to approve the partnership with Transportation and Parking Services and to fund additional \$36,344 for FY 2023-24 supporting Mustang Shuttle Operations to be paid form ASI Student Government reserves.”**

ii. Cynthia reported that a presentation was given at a Business and Finance Committee meeting and the Board workshop. Business & Finance recommended a do pass.

iii. Members recommended additional shuttle stops should be considered.

iv. **Motion passed by unanimous voice vote.**

F. Action Item: 2023-24 ASI Chair of the Board of Directors Nominations

i. **Motion #10 (Raynes/Diaz) “Move to open the 2023-24 ASI Chair of the Board nominations.”**

ii. **Motion passed unanimous voice vote.**

a) Director Coari nominated Director McClain who accepted the nomination.

b) Director Coari nominated Director Kartha who accepted the nomination.

iii. **Motion #11 (Huyler/Diaz) “Move to close the 2023-24 ASI Chair of the Board nominations.”**

iv. **Motion passed by unanimous voice vote.**

x. Committee Reports

A. ASI Business and Finance – Cynthia Diaz

i. Report submitted.

B. ASI Diversity and Inclusion – Olivia Huyler

i. Olivia stated that the committee will create a “how to” guide informing clubs of Club Funding, Social justice Program Funding, and on the procurement card process.

C. ASI External Affairs – Tyler Coari

i. Report submitted.

- ii. Tyler stated that he attended the May CSSA Plenary, and it will be important for advocacy on upcoming topics including student fee increase.
- iii. He reported that California State representative, Dawn Addis, meeting has been moved back to a Zoom meeting.

D. ASI/UU Internal Review - Elias Mandegarian

- i. Absent

E. ASI Recruitment and Elections - Alexandria Raynes

- i. Report submitted.

F. ASI Club Funding Liaisons - Maya McClain and Brady Pauken

- i. Maya reported that a full Club Funding report will be given at the next meeting.

XI. Announcements

XII. Adjournment

- A.** Meeting adjourned at 7:24 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 8 day of June 2023.

ADOPTED at the regular meeting of the Board of Directors by ***Unanimous vote*** on May 31, 2023.

ASI Secretary

ASI Secretary