Board Chair Alexander Gonzalez called the meeting to order at 12:19 p.m. in the Boardroom of University Enterprises at California State University, Sacramento.

Members Present: Jude Antonyappan  
Lisa Bates  
Jeff Einhorn  
Larry Cook  
Crystal Ekanayake  
Caleb Fountain  
Anne Fuller  
Nielsen Gabriel  
Alexander Gonzalez  
Mike Lee  
Roseanne Lopez  
Randy Sater  
Donald Taylor  
Joni Zhou

Staff Present: Craig Barth  
Steven Davis  
Trina Knight  
Cossette Leos  
Meri McGraw  
Angela Rader  
Brigett Reilly  
Jim Reinhart

Members Absent: Marti Gray

13-12-11  Accept the December 6, 2013 Board Meeting Agenda  
-Discussion/Action

Following discussion it was moved and seconded to accept the December 6, 2013 Board Meeting Agenda.

Motion carried. (Fuller/Einhorn)

13-12-12  Approve the September 26, 2013 Board Meeting Minutes  
-Discussion/Action

Following discussion it was moved and seconded to approve the September 26, 2013 Board Meeting Minutes.

Motion carried. (Einhorn/Zhou)
**Reports and Announcements**

**Chair’s Report**

President Alexander Gonzalez welcomed new board members Larry Cook, Executive Vice President of Airco Mechanical, Inc.; Randy Sater, President of Stonebridge Properties; and Jeff Einhorn, Chief Executive Officer of NonProfits’ United.

President Gonzalez stated that there are two weeks left in the fall semester. Winter commencement ceremonies will be held December 20-21 at Sleep Train Arena. Campus closure will begin December 23rd - Jan. 1st, and instruction will resume January 27th for spring 2014.

The CSU’s budget request calls for a 5% system-wide enrollment increase for 2014/15. Sacramento State will plan for an increase of 200 full-time equivalent students. President Gonzalez stated that enrollment is up and should continue to increase in upcoming semesters.

President Gonzalez stated he met with the Union WELL Inc. Board of Directors Monday to explain his decision for not approving the expansion of the University Union and WELL, which would have raised the Union fee for spring 2014. Gonzalez said he would consider a revision to the plans to exclude the event center and to focus on expanding the Union and the WELL.

Dr. Frederika Harmsen will become Sacramento State’s next provost and vice president for Academic Affairs. Dr. Harmsen is currently the dean of the College of Natural Sciences at California State University, Chico and will begin her position in early February.

A proposal for a smoke free campus is being considered to be effective in fall 2015. President Gonzalez stated that the overall morale and health of Sac State students is a priority on campus.

**Executive Director’s Report**

Director Reinhart introduced the executive council.

Randy Sater and Larry Cook have been appointed to the Budget and Finance Committee.

Director Reinhart stated that the University House closed escrow in November and is being leased back to the seller on a month-to-month basis terminating on or before August 15, 2014.

Craig Barth, Chief Financial Officer, is preparing an RFQ/RFP for University Enterprises Inc., and University Foundation at Sacramento State (UFSS). The current auditing contract with Macias Gini & O’Connell LLP (MGO) is expiring. A discussion held with Audit Committee Chair, Crystal Ekanayake, determined it is an opportunity to seek bids and compare competitiveness of other auditing services. MGO has been the audit firm for the past 7 years for UEI, The Well, UFSS, and Associated Students, Inc.
The CSU internal audit will begin in January 2014. Findings will go to the CSU Board of Trustees.

Director Reinhart stated that there will be a department reporting change in Research Administration and Contract Administration. Beginning January 1, 2014 the Assistant Vice President will lead pre-award and focus on research development. Monica Kauppinen, Director of Sponsored Programs, will lead post-award and report to Director Reinhart.

Starbucks construction has been delayed due to a change in the general contractor.

The resumption of student assistants working at state agencies through UEI’s CA Intern Network has been slower than anticipated. Meetings will be scheduled with state agency clients in January to try to improve the pace.

Director Reinhart reviewed January’s board retreat agenda.

**Committee Reports***
1. Executive Committee
2. Audit Committee
3. Budget & Finance Committee
4. Investment Committee

*All minutes for committee meetings are included in Attachment B of the December 6, 2013 Board Packet.

**New Business**

**13-12-13** First Quarter Financial Statements - Discussion/ Action

Following a presentation by Craig Barth, it was moved and seconded to approve the First Quarter Financial Statements ended September 30, 2013.

Motion carried. (Lee/Zhou)

**13-12-14** Campus Grant Program Awards - Discussion/Action

Following discussion it was moved and seconded to approve the recommendation of the Campus Grant Committee to approve 33 Grants totaling $45,653.68.

Motion carried. (Einhorn/Zhou)
13-12-15  Funding for the Dining Commons Servery-design and construction documents -Discussion/Action

Director Reinhart discussed the need for modernization in the servery area, citing outdated equipment, furnishings and fixtures. Previous renovation in the seating area which was completed in 2011 was well received by students. It was moved and seconded to approve funding of $170,000 for the design and construction documents for the Dining Commons servery which includes food service/consultants, equipment and required investigative work for the infrastructure.

Motion carried. (Einhorn/Taylor)

13-12-16  Funding for Roundhouse -design and construction documents –Discussion/Action

Director Reinhart discussed the renovation of the Roundhouse which is currently operating as a Java City. With Starbucks opening in the fall, there is a need to repurpose. A “Juice it Up!” with a “Ziiing” frozen yogurt combo are being considered. It was moved and seconded to approve funding of $70,000 for the design and construction documents for the Roundhouse which includes food service/consultants, equipment and required investigative work for the infrastructure.

Motion carried. (Taylor/Zhou)

13-12-17  Funding for Food Kiosk in Folsom Hall-Discussion/Action

Director Reinhart stated that there currently is no food service for nursing and physical therapy students, faculty, and others in Folsom Hall. Eventually speech therapy and audiology students will be attending classes there, and the third floor will be leased.

A food kiosk in the first floor lobby offering beverages, salads, and grab and go lunches is being planned for the summer of 2014. It was moved and seconded to approve an amended funding amount of $100,000 for a food kiosk in Folsom Hall.

Motion carried. (Taylor/Zhou)

The meeting was adjourned at 1:44 p.m.

Respectfully submitted:

Jim Reinhart
Executive Director
University Enterprises Inc.