

University Enterprises, Inc.
Board of Directors Meeting

Thursday, September 27, 2018

Board Chair Robert Nelsen called the board meeting to order at 12:10 p.m. in the Boardroom of University Enterprises at California State University, Sacramento.

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| Members Present: | David Bach | Staff Present: | Craig Barth |
| | Elizabeth Baidoo | | Steven Davis |
| | Larry Cook | | Monica Kauppinen |
| | Jeff Einhorn | | Trina Knight |
| | Brandon Fischer | | Angie Laguna |
| | Stacy Hayano | | Andy Lee |
| | Jamie Hoffman | | Cosette Leos |
| | Jay Lee | | John Melikian |
| | Noel Mora | | Angela Rader |
| | Robert Nelsen | | Jim Reinhart |
| | Steve Perez | | |
| | Kelly Thompson | | |

Members Absent: Sonia Ortiz-Mercado
Randy Sater

18-09-01 Approve May 10, 2018 Board Meeting Minutes

Following discussion it was moved and seconded to approve the May 10, 2018 board meeting minutes.

Motion carried unanimously. (Perez/Cook)

Reports and Announcements

Chair's Report

- On October 28, 2018 Sacramento State will accept an award from the the American Association of State Colleges and Universities in Washington D.C. to honor Sac State's "Finish in Four" and "Through in Two" campaigns, part of California State University's Graduation Initiative 2025 that aims to increase the number of incoming freshman and transfer students earning a bachelor's degree in four years.
- An anonymous donor has given \$12 million to Sacramento State.
- 31,191 students are enrolled for the fall 2018 semester. That is a 1.5% increase over fall 2017. 84% of freshman are taking 15 credits or more. \$100,000 in grants were awarded to students who only needed 3-6 credit hours over the summer to graduate.

Executive Director's Report

Director Reinhart presented "The 2017/18 Year in Review." Topics covered included the following:

- In September 2017 the board approved \$200,000 for athletic concession improvements. These funds were used to renovate the lobby of Yosemite Hall, the Stinger Shack and the purchase and build-out of a new concessions trailer – The Cruzin' Hive. The Cruzin' Hive will make its debut on October 6, 2018 at the first home football game.
- At the December 2017 meeting the board approved \$60,000 of Campus Grant funding for 21 applicants. This year, we are increasing the funding to \$ 70,000. The board also approved \$600,000 for exterior improvements at River Front Center, this project is currently under way.

- At the March 2018 board meeting the board approved a compensation increase pool of 3% for UEI employees, approved updates to our Human Resources policies, and approved about \$400,000 to continue using Brailsford & Dunlavey as advisors on the P3 student project.
- At the May 2018 board meeting UEI's 2018/2019 budget was approved and \$378,000 was approved to fund the VEBA trust.
- Throughout the year UEI's Board of Directors also approved a number of motions to allow us to move forward with the P3 student housing project. We completed the RFQ/RFP process, engaged EdR as our development partner and as of last week EdR was acquired by Grey Star.
- Renovations at Sacramento State downtown are now finished and classes have commenced.
- UEI had repeat findings with health inspections at the Dining Commons. Staff turnover was a factor. UEI hired a new associate dining services director and a new assistant dining services director. Dining Services now has a stronger management team to administer operations campus wide.
- Kelly Thompson, Faculty Member, helped us connect with a professor with expertise in food safety and she conducted staff training over the summer. UEI has engaged Sterotech to conduct quarterly surprise health and safety inspections.
- In fall 2017 Dining Services introduced beer sales at athletics event which were restricted to the beer garden. This year, the beer garden has been eliminated and we sold \$5,500 of beer at the first football game this season. Beer will also be sold at soccer, baseball and softball games this year.
- The Dining Commons served 400 more resident students with the River View Hall opening.
- The planning and design of the new Starbucks in the expanded University Union was completed.
- UEI made good progress on our strategic plan. The Marketing department has developed a brochure that communicates what UEI does for the campus and documents financial contributions such as the UEI Green and Gold Scholarship, \$10,000 annual donation for the One Book program, \$40,000 contribution for faculty research support, the sale of Stinger's Up Coffee which generated \$300 for the ASI food pantry. Other items noted are the implementation of Epicure Extras, the meal donation program for resident students which resulted in 578 meals donated and available for distribution by Student Affairs this semester and the Text-N-Tell communication platform.
- UEI experienced two floods in the Hornet Bookstore caused by the café. Moving forward, all water connections will be thoroughly inspected
- Our Sponsored Programs department received a clean audit with no findings.
- The California Intern Networks' growth is significantly exceeding budget.

Announcements – Board

Jamie Hoffman shared that she is working with Access Leisure, a program of the City of Sacramento Department of Youth, Parks, and Community Enrichment, to run a residential camp for kids with physical disabilities.

Stacy Hayano announced that the Ramona Avenue Extension Project is expected to be completed by January 2019.

Kelly Thompson shared that her students have been able to harvest the first batch of Hornet Honey.

Noel Mora shared that the ASI Food Pantry saw 211 students visit on the 2nd week of the semester. This year the ASI Food Pantry will be open on Fridays to be more accessible to students who are busy during the week. The ASI Food Pantry is established as a non-profit through Amazon and anyone can donate through Amazon Smile. The ASI Food Pantry received 0.05% of purchases through Amazon Smile.

President Nelsen shared that November is basic needs month, he and the President's Cabinet will be participating in the Supplemental Nutritional Assistance Program (SNAP) challenge, which challenges participants to eat spending only \$6 per day. There will be food drive on campus where departments will compete against each other.

Committee Reports*

1. Executive Committee
2. Audit Committee
3. Budget & Finance Committee
4. Campus Grants Committee
5. Investment Committee
6. Personnel Committee

*All minutes for committee meetings are included in the September 27, 2018 Board Packet.

New Business

18-09-02 P3 Student Housing Project

Following a presentation by Brigett Reilly and Kim Wright, the Board moved to approve affirmation of continued support for the public private partnership with EdR/Greystar to develop housing for 1,100 students on the McAuliffe Memorial Ballparks site

Motion carried unanimously. (Perez/Hoffman)

18-09-03 2017/2018 Audited Financial Statements

Following discussion the board moved to accept the seconded motion from the Audit Committee to approve the 2017/2018 Audited Financial Statements.

Motion unanimously carried. (Einhorn/Baidoo)

18-09-04 Publicly Available Pay Scheduled for CalPERS

Following a presentation by Trina Knight the board moved to accept the seconded motion from the Personnel Committee to approve the July 1, 2014 UEI publicly available pay schedule for CalPERS eligible positions.

Motion carried unanimously. (Bach/Einhorn)

18-09-05 Publicly Available Pay Scheduled for CalPERS

Following a presentation by Trina Knight the board moved to accept the seconded motion from the Personnel Committee to approve the July 1, 2015 UEI publicly available pay schedule for CalPERS eligible positions.

Motion carried unanimously. (Cook/Mora)

18-09-06 Human Resources Information System

Following a presentation by Trina Knight the board moved to accept the seconded motion from the Personnel Committee to authorize UEI to negotiate and execute an agreement to purchase a Human Resource Information and Payroll system, as needed, up to an average annual operating cost of \$300,000 and implementation costs of up to \$250,000.

Motion carried unanimously. (Hoffman/Perez)

18-09-07 Security Cameras for Dining Venues

Following a presentation by Steven Davis, the board moved to accept the seconded motion from the Budget and Finance Committee to approve funding of up to \$104,000 to add security cameras in UEI dining venues.

Motion carried unanimously. (Perez/Hoffman)

18-09-08 Appointment of Committee Members

Following discussion, the board moved to approve the following Board committee appointments and reappointments:

Executive Committee - Robert Nelsen, Larry Cook, Liz Baidoo

Budget and Finance Committee – Stacy Hayano, Larry Cook, Randy Sater, Jay Lee, Jamie Hoffman

Audit Committee - David Bach, Kelly Thompson, Steve Perez

Investment Committee – Stacy Hayano, Jeff Einhorn, David Bach, Jay Lee, Steve Perez

Personnel Committee –Sonia Ortiz-Mercado, Kelly Thompson, Liz Baidoo, Lisa Cardoza

Campus Grants Program Committee – Amy Kautzman, Brandon Fischer, Liz Baidoo, Jamie Hoffman, Sandra Gallardo, Monica Kauppinen

Motion carried unanimously. (Cook/Mora)

The board went into closed session at 1:47 p.m. to discuss two real estate acquisitions.

Closed Session

18-09-09 Real Property Negotiations – Parcel No. 008-0374-014-0000(Government Code 54956.8)

Move to authorize the executive director to negotiate and execute documents for the purchase of land at 6007 Folsom Boulevard and complete the acquisition of the property by UEI.

Motion carried. (Cook/Perez)

18-09-10 Real Property Negotiations – Parcel No. 295-0040-047-0000 (Government Code 54956.8)

Move to authorize the executive director to negotiate and execute documents for the purchase of land at 910 University Avenue and complete the acquisition of the property by UEI.

Motion carried. (Lee/Bach)

The meeting was adjourned at 2:04 p.m.

Respectfully submitted:



Jim Reinhart
Executive Director
University Enterprises, Inc.