

University Enterprises, Inc.
Board of Directors Meeting

Thursday, May 10, 2018

Board Chair, President Robert Nelsen called the board meeting to order at 4:04 p.m. in the Boardroom of University Enterprises at California State University, Sacramento.

Members Present:	David Bach	Staff Present:	Craig Barth
	Elizabeth Baidoo		Steven Davis
	Larry Cook		Monica Kauppinen
	Jamie Hoffman		Trina Knight
	Jasmine Jacquez		Andy Lee
	Mia Kagianas		Cossette Leos
	Jay Lee		Angela Rader
	Mike Lee		Brigett Reilly
	Robert Nelsen		Jim Reinhart
	Sonia Ortiz-Mercado		
	Steve Perez		
	Randy Sater		
	Kelly Thompson		

Members Absent: Jeff Einhorn

18-05-26 Approve May 10, 2018 Board Meeting Minutes

Following discussion, it was moved and seconded to approve the March 15, 2018 board meeting minutes.

Motion carried unanimously. (Cook/Baidoo)

18-05-27 Approve April 24, 2018 Telephonic Special Board Meeting Minutes

Following discussion, it was moved and seconded to approve the April 24, 2018 telephonic special board meeting minutes.

Motion carried unanimously. (Sater/Ortiz-Mercado)

Reports and Announcements

Chair's Report

- The Dean of College of Business search will be completed soon. The search for the Dean of SSIS is underway.
- Mike Lee will retire, effective August 1st. His leadership will be missed by the UEI Board and the campus community.
- The Sacramento State Downtown soft opening was held on April 26, 2018. Mayor Darrell Steinberg, former Sacramento State President Donald Gerth and Assembly Member Kevin McCarty were in attendance. The grand opening will take place in August 2018. The purpose of the downtown facility is to make a presence in the Sacramento region. The College of Arts and Letters, Natural Sciences & Mathematics, College of Education, and Engineering are a few of the colleges that will have a presence in the downtown location.
- Commencement is next week; more than 6,000 students will be graduating at Golden1 Center.

Executive Director's Report

- Sacramento State Downtown showed well for the soft opening. Epicure Catering will provide services for larger events. Due to the distance, UEI is identifying several preferred catering firms to provide services when Epicure does not have capacity or the event catering needs are small.
- The second floor of Folsom Hall has been remodeled by the University. The department of Communication Sciences and Disorders had their grand opening on May 9, 2018.
- UEI completed a successful search for legal counsel. John Melikian starts on July 2, 2018.
- At the March 15, 2018 board meeting UEI was notified of health violations found at the Dining Commons, which included improper food temperature, inadequate food sanitation and improper tracking of how long the food had been out in the serving area. Since then, Steven Davis, Director of Dining Services, has implemented additional training for the employees, revised procedures and checklists, and incorporated internal surprise inspections. UEI has hired a third party, Steritech, with a three-year contract, to conduct four surprise inspections each year in the Dining Commons and the University Union kitchen.
- The P3 student housing project is making progress. A presentation will be given to the Chancellor's office next week. All documents must be in by November for the Board of Trustees's approval. If approved, the ground breaking will be in early 2019 and the housing will open in fall 2021.
- The Chancellor's Office internal audit is complete, Sponsored Programs Post-Award had no findings.
- As of April 30, 2018, we have 1,311 students working in agencies and private sectors under the California Intern Network. We are close to reaching our peak of 1,600 employed students in 2012, prior to the governor requiring us to terminate all students working at state agencies.

Announcements – Board

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 May 10, 2018 Board Packet.

New Business

18-05-28 Operating Budget, Capital Outlay and Schedule of Unrestricted Net Asset Reserves

Following a presentation by Craig Barth, Chief Financial Officer, the Board accepted the seconded motion from the Budget & Finance Committee (Cook/Sater) to approve the 2018-2019 Operating Budget, Capital Outlay and Schedule of Unrestricted Net Asset Reserves.

Motion carried unanimously.

18-05-29 Voluntary Employee Beneficiary Association (VEBA) Trust Funding

Following a presentation by Craig Barth, Chief Financial Officer, the Board accepted the seconded motion from the Budget & Finance Committee (J. Lee/Cook) to approve funding the Voluntary Employee Beneficiary Association (VEBA) Trust with \$300,000 for UEI Central Staff, \$50,000 for the

Union Well, Inc., \$17,000 for the Office of Water Programs, and \$11,000 for Academic Talent Search for a grand total of \$378,000

Motion carried unanimously.

18-05-30 Election of Officers

Following discussion, the Board approved the election of the following officers:

Vice Chair – Larry Cook
Secretary/Treasurer – Elizabeth Baidoo

Motion carried. (Lee/Perez)

Director's Open Forum

No discussion.

Closed Session

18-05-31 Real Property Negotiations – Parcel No. 295-0040-047-0000 (Government Code 54956.8)

18-05-32 Personnel Exemption – Personnel Matter (Government Code 54957)

The board went into closed session at 5:45 p.m. to discuss a real estate acquisition and a personnel matter.

The meeting was adjourned at 6:15 p.m.

Respectfully submitted:



Jim Reinhart
Executive Director
University Enterprises, Inc.