



## **Minutes of the June 15, 2017 Board of Directors Meeting**

PRESENT: Ellen Junn, Ralph Bucheli, Suzanne Espinoza, Xinmei Xie, Chad Cummings,  
Richard Ronten

STAFF: Darrell Haydon, Amanda Nelson, Wendy Olmstead

TELECONFERENCE: Andrew Price

### **I. WELCOME AND CALL TO ORDER**

The meeting was called to order by E. Junn at 9:00 a.m.

### **II. APPROVAL OF MINUTES**

#### **A. Auxiliary and Business Services Board Meeting March 9, 2017 (*Attachment II-A*)**

Motion to approve the minutes of the March 9, 2017 Auxiliary and Business Services Board Meeting (M/S/P, Bucheli/Ronten).

### **III. DISCUSSION & REPORTS**

#### **A. Morgan Stanley Smith Barney Investment Report as of March 31, 2017**

(*Attachment III-A*)

A. Price summarized the capital markets and provided an explanation of the yields and variances of returns of the ABS corporate bond ladder and short term bond pool as of March 31, 2017.

A discussion was held regarding the need to examine comparable investment strategies at other CSUs and the consideration of conducting a Request for Proposal for a new investment banking company.

#### **B. Audit Committee Report**

R. Bucheli reported that the Audit Committee reviewed and approved the 2016-17 audit plan provided by CohnReznick. The Audit Committee also reviewed the Financial Report for the Nine Months Ended March 31, 2017.

### **IV. ACTION ITEMS**

#### **A. Resolution to Approve Election of Board Directors (*Attachment IV-A*)**

D. Haydon presented the resolution to re-elect R. Bucheli and C. Cummings for three year terms (M/S/P, Espinoza/Ronten).

#### **B. Resolution to Approve Election of Audit Committee Members (*Attachment IV-B*)**

D. Haydon presented the resolution to re-elect S. Espinoza and R. Bucheli to the Audit Committee and to elect R. Bucheli as Chair of the Audit Committee (M/S/P, Cummings/Ronten).



C. Resolution to Approve Amendment Six to the Amended and Restated Food Service Agreement with Trustees of the State of California (*Attachment IV-C*)

D. Haydon provided an explanation of the annual amendment to the Amended and Restated Food Service Agreement with Trustees of the State of California, which specifies board meal rates and dates and hours of service for campus food service locations (M/S/P, Bucheli/Espinoza). A discussion was held regarding plans for food service as part of the University Student Union Expansion. An update on the University Student Expansion will be provided at the September 14, 2017 board meeting.

D. Resolution to Approve Amendment Six to the Amended and Restated Food Service Agreement with Chartwells (*Attachment IV-D*)

D. Haydon provided an explanation of the annual amendment to the Amended and Restated Food Service Agreement with Chartwells, which specifies board meal rates and dates and hours of service for campus food service locations (M/S/P, Bucheli/Ronten).

E. Resolution to Approve MOU with University Student Union for Distribution of Student Identification Cards (*Attachment IV-E*)

D. Haydon described the MOU with the University Student Union (USU), which engages the USU to issue identification cards on behalf of ABS (M/S/P, Espinoza/Bucheli).

F. Resolution to Approve Beverage Agreement with Pepsi Beverages Company (*Attachment IV-F*)

D. Haydon explained the two year extension to the Beverage Agreement with Pepsi and the current preparation of a Request for Proposal for a beverage agreement after June, 2018 (M/S/P, Cummings/Xie). A discussion was held regarding beverage agreements and sustainability.

G. Resolution to Approve Pest Prevention Service Agreement with The Steritech Group, Inc. (*Attachment IV-G*)

D. Haydon described ABS's responsibilities in regards to pest prevention services in dining venues as required by the Campus Dining Facility Lease Agreement and the Amended and Restated Food Services Agreement with Chartwells (M/S/P, Ronten/Cummings).

H. Resolution to Approve Exhaust System Cleaning Agreement with Mr. Portawash (*Attachment IV-H*)

D. Haydon summarized ABS's role in procuring exhaust system cleaning services to comply with the Campus Dining Facility Lease Agreement and the Amended and Restated Food Services Agreement with Chartwells (M/S/P, Ronten/Cummings).

I. Resolution to Approve Planned Maintenance and Appliance Repair Agreement with Commercial Appliance, Inc. (*Attachment IV-I*)



D. Haydon detailed the commercial appliance preventive maintenance and appliance repair agreement as a responsibility of ABS under the Amended and Restated Food Services Agreement with Chartwells (M/S/P, Ronten/Cummings). (M/S/P, Bucheli/Espinoza).

J. Resolution to Approve Operating Budget 2017-2018 (*Attachment IV-J*)

A. Nelson provided an overview of the 2017-2018 operating budget (M/S/P, Bucheli/Cummings).

K. Resolution to Approve Memorandum of Understanding for Administrative Management, Accounting, and Financial Systems Access Services (*Attachment IV-K*)

D. Haydon led a discussion regarding the reasonableness of the charges to ABS for administrative management, accounting, and financial systems access (M/S/P, Ronten/Bucheli).

V. **INFORMATIONAL ITEMS**

A. Financial Report for the Three Months Ended March 31, 2017 (*Attachment V-A*)

A. Nelson summarized the Financial Report for the Three Months Ended March 31, 2017 (M/S/P, Bucheli/Xie).

VI. **NEXT MEETING DATE:** Thursday, September 14, 2017 – 9:00 a.m. to 10:30 a.m.

VII. **ADJOURNMENT**

The meeting was adjourned at 10:24 a.m.

Respectfully Submitted,



Wendy Olmstead