

NOTE TO MINUTES: The materials and reports briefly referenced in the following minutes are included in the meeting's Agenda Packet, available on the AOA website at the indicated page numbers.

AUXILIARY ORGANIZATIONS ASSOCIATION OF THE CALIFORNIA STATE UNIVERSITY

**Draft Minutes of the Executive Committee
Hyatt Regency Indian Wells Resort & Spa, Indian Wells**

January 6, 2024

<u>Officers & Representatives</u>			<u>Present</u>
Rasheedah Shakoor	President	Dominguez Hills	Yes
Sharleen Krater	Past President	Chico	Yes
Heather Cairns	President-Elect	Northridge	Yes
Grace Slavik	Secretary/Treasurer	Northridge	Yes
Andrew Singletary	Elected Representative	Sacramento	Yes
Annie Macias	Elected Representative	San Marcos	Yes
Liz Roosa Millar	Elected Representative	Cal Poly	Yes
		Pomona	
Michelle Crawford	Elected Representative	Cal Poly SLO	Yes
Maddison Burton	Elected Representative	Monterey Bay	Yes
Miles Nevin	Elected Representative	Long Beach	Yes
Cecilia Ortiz	Elected Representative	Dominguez Hills	No
Bessie Strategos	Elected Representative	Long Beach	Yes
<u>Designated Members</u>			
Jeffrey Rensel	Chair – AS/Student Union/Rec Committee	Monterey Bay	Yes
Cyndi Farrington	Chair – Commercial Services Committee	Long Beach	Yes
Dena Florez	Chair – Bus. & Financial Services Comm.	Los Angeles	Yes
Maddison Burton	Chair – Human Resources Committee	Monterey Bay	Yes
Matthew Sparks	Chair – Information Technology	Sacramento	Yes
Leslie Rodelander	Chair – Research Administration	Cal Poly	Yes
		Humboldt	
Ian Hannah	Chair – Philanthropy	Sonoma	Yes
Charles Kissel	Chair – Risk Mgmt. & Insurance Programs	Fullerton	Yes
Keith Kompsi	Chair – Past Presidents Committee	Fresno	Yes
<u>Appointed Staff (Non-voting)</u>			
Richard Jackson	Business Manager/CFO	AOA Executive Office	Yes
<u>Board Liaisons (Non-Voting)</u>			
Deborah Wallace	CABO Liaison	Dominguez Hill	No
Robyn Pennington	Business and Finance Liaison	Chancellor's Office	No

Aaron Moore
Carrie Rieth
Beth Ryan

Advancement Services Liaison
Office of General Counsel Liaison
Human Resources Liaison

Chancellor's Office
Chancellor's Office
Chancellor's Office

Yes
No
No

Agenda Item	Follow-Up Action
<p><u>President’s Convening Welcome</u> Rasheedah Shakoor welcomed everyone participating by zoom.</p> <p>A. CALL TO ORDER AND OPENING REMARKS Shakoor called the EC meeting to order at 3:09PM.</p> <p>Shakoor announced that the meeting was recorded via Zoom to assist with recording the minutes.</p> <p>The new Advancement Services liaison, Aaron Moore, was introduced and welcomed by the group. Introductions were made by each EC member.</p>	
<p>B. APPROVAL OF AGENDA (“EC Agenda 1623 w attach” word document sent electronically on 12/30/23 by Richard Jackson)</p> <p><i>Action Taken: The meeting’s agenda was approved with corrections to the following: (1) removed F.5 Acceptance of AOA Tax Returns – Form Federal 990, State 199 and Attorney General RRF-1, (2) future meeting November 15, 2024 in San Diego, and (3) added “Dues increase” in F.1 Financial Update: Need to Increase Revenues with an Updated Financial Plan (m/Leslie Rodelandier, s/Dena Florez).</i></p>	
<p>C. APPROVAL OF 4/21/23 MEETING MINUTES (“AOA EC Minutes 11.17.23 13” word document sent electronically on 1/3/24 by Richard Jackson)</p> <p><i>Action Taken: The minutes were approved as presented (m/Bessie Strategos, s/Charles Kissel).</i></p>	
<p>PUBLIC COMMENT PERIOD There was no public comment period at this meeting.</p> <p>D. OLD BUSINESS FOLLOW-UP (“EC Action List from Nov 2023” word document sent on 12/30/23 sent electronically by Richard Jackson)</p> <p>Richard Jackson presented a status update on the unfinished business items and board tasks carried forward from the prior meeting.</p>	

E. President’s Report

Richard Jackson presented a status update on the unfinished business items and board tasks carried forward from the prior meeting.

Voting Results on AOA Election Ballot

2024 AOA EC Leadership Roster was sent to the group on 12/30/23 by Richard Jackson, file name “EC Action List from Nov 2023”.

AOA Annual Business Meeting with AOA Member Organizations

Annual Report to the AOA Membership will be sent electronically by Jackson.

The main item/”happening” during the year was Senate Bill 640. Shakoor thanked Nevin on his help and work on this matter.

Outgoing EC Members were recognized and Shakoor handed out the certificates to the EC members. Shakoor also thanked the participants of the AOA Leadership Academy, a couple participants were 2023 EC members. Certificates of the participants will be provided during the Monday banquet.

Current issues that were mentioned:

1. CFS strike on the first week of spring 2024 classes. Teamsters’ participation is anticipated.
2. California Department of Education is working on a legislation on “banning” inclusive access programs, which may affect digital/immediate access programs.
3. Minimum wage increase for fast food workers to \$20 an hour.
4. Unionizing of employees and student employees.
5. CSU policy on video security cameras
[\(https://calstate.policystat.com/policy/8020972/latest/\)](https://calstate.policystat.com/policy/8020972/latest/)

F. SECRETARY-TREASURER/BUSINESS MANAGER REPORT

Jackson reported that AOA has a liquidity/cash flow challenge. Fees remained the same but costs had increased. Jackson suggested that EC looked into increasing membership dues and/or conference fee.

Kompsi mentioned that committee must identify the real issue regarding liquidity. If the liquidity issue was from total conference costs, committee should look at increasing conference fee so AOA would be able to cover conference costs appropriately, rather than increasing membership dues.

The committee decided to create a task force to look at the liquidity issue, including looking at the reserve policy in case of another “black swan” (ex. pandemic) happens. This will be added to the longer-term parking lot.

Ratify Transfer of Vanguard Investment Funds

Action Taken: The request to ratify transfer of \$100K Vanguard Investment Funds was

<p><i>approved as presented (m/Dena Florez, s/Miles Nevin).</i></p> <p><u>YTD AOA Financial Activity</u></p> <p>“Gen Operation Financial 1624 print area” (AOA Profit & Loss Statement) Excel sheet and “AOA transactions ytd” (detailed transactions) PDF were sent electronically to EC on 12/30/23 by Richard Jackson.</p> <p>Annual Financial Report for FY 22-23 will be sent electronically (email) to AOA membership, along with other annual reports from the President and standing committee chairs.</p>	
<p>G. PRESIDENT-ELECT’S REPORT</p> <p>Cairns provided and mentioned the list of conference activities. She also reminded the members to attend Orientation and Grand Opening of Business Partner Expo on Sunday (1/7/24) afternoon. Kompsi reminded the EC members to thank the business partners personally for their contribution to the success of the conference. Jackson indicated that there were 58 business partners.</p>	
<p>H. MEMBER RESOURCES</p> <p>Robert Griffin’s Annual Legislative & Compliance Update was posted in the AOA website.</p>	
<p>I. NEW AND RETURNING BUSINESS ITEMS</p> <p>Scholarship Committee’s Proposed Scholarship Policy Revisions</p> <p>Proposed changes to the AOA Scholarship of Excellence Policy and Framework were sent electronically to the group on 1/3/24 by Richard Jackson. Farrington presented the following proposed changes:</p> <ol style="list-style-type: none"> 1. Change the number of recipient from 1 to 2 CSU students. 2. Increase appropriation for this award to \$10K (2 students for \$5000 award each). 3. Add to the policy, “The committee should have no more than two representatives from any one campus”. 4. Change the requirement of approval from the Vice President for Student Affairs to a representative of from the Vice President for Student Affairs leadership team. <p>The group suggested to consider changing “two additional members of the AOA Executive Committee” to include “current and past AOA Executive Committee”.</p> <p>Farrington will review input from the group, revise the draft, and will bring this matter as an agenda item on the April 2024 EC meeting.</p> <p>Conflict of Interest form for CY 2023 will be sent to voting EC members by Jackson to complete, sign, and submit back to Jackson. Group discussed if conflict of interest must be discussed at the beginning of the term so voting EC members understand</p>	

<p>their conflict-of-interest responsibility. A review of the policy manual distributed to the EC at the beginning of the term will need to be done. This item will be added to the longer-term parking lot items</p>	
<p>J. BUILDING RELATIONSHIPS AND PARTNERS</p> <p>No formal reports from the CABO or Chancellor’s Office Liaisons at this abbreviated meeting.</p>	
<p>K. REPORTS</p> <p>No formal reports from the AOA Standing Committee Chairs at this abbreviated meeting. Standing Committee Chairs Annual Reports on committee accomplishments will be included in the Annual Report sent to the AOA Membership following the EC meeting.</p>	
<p>L. INFORMATION AND ANNOUNCEMENTS</p> <p>Next meeting: April 19, 2024 in person in Long Beach.</p>	
<p>N. ADJOURNMENT</p> <p>By acclamation, the Executive Committee was adjourned at 5:00pm.</p> <p>Respectfully Submitted,</p> <p>Grace Slavik <small>Digitally signed by Grace Slavik Date: 2024.05.06 13:48:07 -07'00'</small></p> <hr/> <p>Secretary/Treasurer</p>	