

**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  
Virtual**

**May 16, 2025**

**OFFICERS**

Cecilia Ortiz,	President,	CSU, Northridge	Present
Heather Cairns	Past President,	CSU, Northridge	Yes
Andrew Singletary	President-Elect	CSU, Sacramento	Yes
Annie Macias	Secretary/Treasurer	CSU, San Marcos	Yes

**REPRESENTATIVES**

Andrea Burns	Elected Representative	Cal Poly, San Luis Obispo	Yes
John Doebler	Elected Representative	CSU, Northridge	Yes
Melinda Swearinger	Elected Representative	San Diego State University	Yes
Janelle Temnick	Elected Representative	San Diego State University	No
Shailendra Baghel	Elected Representative	San Jose State University	No
Vilayat Del Rossi	Elected Representative	CSU, San Bernardino	Yes
Cyndi Farrington	Elected Representative	CSU, Long Beach	YES
Kevin Mojaradi	Elected Representative	CSU, Northridge	No

**STANDING COMMITTEE CHAIRS**

Alejandro Rios	Chair - AS/Student Union/Rec	San Francisco State	Yes
Michael Lennon	Chair - Commercial Services	CSU, Northridge	
Jaime Leal	Chair -Bus. & Financial services	CSU, Dominguez Hills	Yes
Ranjit Kaur	Chair - Human Resources	San Jose State	
Calvin Yun	Chair - Information Technology	CSU, Northridge	
Heather Cairns	Chair - LR Planning/Nominations	CSU, Northridge	Yes
Julie Wessel	Chair - Research Administration	CSU, San Bernardino	
Nicole Forrest Boggs,	Chair - Philanthropy Committee	CSU, Long Beach	Yes
Chuck Kissel	Chair - Risk Management/Insurance	CSU, Fullerton	Yes
Kacie Flynn,	Chair - Past Presidents,	Cal Poly Humboldt	No

**APPOINTED STAFF (Non-Voting)**

Richard Jackson	Business Manager/CFO	AOA Executive Office	Yes
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**DESIGNATED LIAISONS (Non-Voting)**

Colin Donahue	CABO Liaison	CSU, Northridge	No
Robyn Pennington,	Business & Finance Liaison	CSU Chancellor's Office	No
Aaron Moore	Advancement Liaison	CSU Chancellor's Office	No
Carrie Rieth	General Counsel Liaison	Chancellor's Office	No
Beth Ryan	Human Resources Liaison	CSU Chancellor's Office	No

A. CALL TO ORDER and ANNOUNCEMENTS – Cecilia Ortiz

Ortiz called the EC meeting to order at 10:04am.

B. APPROVAL OF AGENDA - **Action Item**

Ortiz requested a motion to approve the agenda with the following changes. Adjust EC meetings to virtual, and edit the title for the secretary/treasurer.

Motion to approve the agenda. (M/Doebler, S/Burns, no discussion, passed unanimously)

C. APPROVAL OF MINUTES OF THE APRIL 18, 2025 MEETING (to be emailed) **Action Item**

Motion to table the minutes to the next EC meeting. (M/Doebler, S/Swearinger, motion carries)

D. PROPOSAL FOR COVERING THE TASKS OF RETIRING SERVICE PROVIDERS (to be emailed) **Action Item**

Ortiz acknowledged the leadership provided by Singletary for the Annual AOA conference planning, stating that, given the uncertainty of travel for the membership and the state of the AOA budget, this year is a critical time for planning to reduce costs and re-engage members.

Ortiz shared that a call for Service Providers was sent via email to all AOA members, and no additional candidates surfaced. The call was left open for two weeks.

Cairns presented the edited versions of the bridge contracts for the operations manager and financial support service providers' roles. The main items to highlight included an hourly rate as requested by EC in the April 18 meeting and a total number of hours.

Doebler – thank the officers for making the adjustments and providing an hourly wage.

Burns – ask what is the priority items that Kim and Dwayne will be focusing on? And whether other candidates would be considered after June 30?

Cairns – explained that since no other individuals came forward for the roles, the hope is to have Kim and Dwayne serve in their capacities with the bridge contacts until June 30 and bring to EC an annual agreement for the June 20 meeting.

Rios – provided clarification that EC wanted to see if other people would be interested in applying for service providers, and this was the reason this item came back to this special meeting.

Swearinger– requested clarification on the number of hours, considering an overlap with current service providers?

Kissel – asked about the language in the bridge agreements, seems too closed to an employee relationship rather than an independent contractor relationship.

Swearinger – agreed with Kissel

Wessel stated she sees Independent Contractors agreements with this language often.

Ortiz called for a motion to approve the amended contracts for the operations manager and financial support services.

Kissel – asked to include cash flow reporting to the quarterly reports for the financial support services role.

Forrest Boggs entered the meeting, asked for a briefing, and Cecilia provided a quick overview of the discussion.

(Motion/Doebler, Second/ Swearinger, Vote: 7 yes /0 no / 1 abstain. Motion carries.)

E. INFORMATION

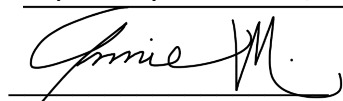
Farrington asked about whether AOA still has the NACAS waiver. Ortiz mentioned that they can discuss after the meeting.

Ortiz reminded EC that the next meeting will be June 20. Forrest Boggs pointed out that June 19 is a holiday, and folks might be taking that Friday off. Ortiz asked EC to review their calendar and save the date for June 27.

F. ADJOURNMENT

By acclamation, the Executive Committee was adjourned at 10:36 am

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Annie M.", written over a horizontal line.

Secretary/Treasurer