***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 MEETING MINUTES
January 10, 2026 – 3pm – 5pm
Oakland City Center Marriott – Uptown (2nd Floor)

OFFICERS			**Present**
Cecilia Ortiz	President	CSU, Northridge	Yes
Heather Cairns	Past President,	CSU, Northridge	Yes
Andrew Singletary	President-Elect	CSU, Sacramento	Yes
Annie Macias	Secretary/Treasurer	CSU, San Marcos	Yes
ELECTED REPRESENTATIVES			
Andrea Burns	Elected Representative	Cal Poly, San Luis Obispo	Yes
John Doebler	Elected Representative	CSU, Northridge	Yes
Melinda Swearingen	Elected Representative	San Diego State University	Yes
Janelle Temnick	Elected Representative	San Diego State University	Yes
Shailendra Baghel	Elected Representative	San Jose State University	Yes
Vilayat Del Rossi	Elected Representative	CSU, San Bernardino	Yes
Cyndi Farrington	Elected Representative	CSU, Long Beach	Yes
Kevin Mojaradi	Elected Representative	CSU, Northridge	Yes
STANDING COMMITTEE CHAIRS			
Alejandro Rios	Chair - AS/Student Union/Rec	San Francisco State	Yes
Michael Lennon	Chair - Commercial Services	CSU, Northridge	No
Jaime Leal	Chair - Business & Financial	CSU, Dominguez Hills	Yes
Ranjit Kaur	Chair - Human Resources	San Jose State	Yes
Calvin Yun	Chair - Information Technology	CSU, Northridge	Yes
Heather Cairns	Chair - LR Planning/Nominations	CSU, Northridge	Yes
Julie Wessel,	Chair - Research Administration	CSU, San Bernardino	Yes
Nicole Forrest Boggs	Chair - Philanthropy Committee	CSU, Long Beach	Yes
Chuck Kissel	Chair - Risk Mgmt & Ins Programs	CSU, Fullerton	Yes
Kacie Flynn	Chair - Past Presidents	Cal Poly Humboldt	Yes
Patrice Griffith	Chair – Property Mgmt & RE Dev	CSU, Sacramento	Yes
APPOINTED STAFF (Non-Voting)			
Kim Clark	Operations Manager		Yes
Dwayne Brummett	Financial Services Manager		Yes
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	Yes
Carrie Rieth	General Counsel Liaison	Chancellor's Office	No
Dave Grant	Human Resources Liaison	CSU Chancellor's Office	No

A. CALL TO ORDER and ANNOUNCEMENTS – Cecilia Ortiz

The meeting was called to order at 3:02 p.m. by President Cecilia Ortiz. Announcement included that Intersect XLA will be dropping in at this meeting to take candid shots around 3:15pm.

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

M/Forrest Boggs, S/Doebler, no discussion, passed
Amendment to change the slate for next year – John name and ASI, page 9-11:
President Elect: Maddison Burton

C. REVIEW AND APPROVAL OF 11/21/25 MEETING MINUTES – ***Action Item***

M/Doebler, S/Baghel, passed

D. PRESIDENT'S REPORT – Cecilia Ortiz

a. Financial Transition Update

Resolution regarding Audit and 2024/25 Financial Statements – ***Action item***

Chair Ortiz reviewed the resolution drafted by Robert Griffith, as outlined on page 8, and noted the need to include a date, aligning it with the appropriate fiscal year. It was also discussed, per Flynn, that notification to the organization should occur during the annual fiscal meeting. Questions were raised regarding whether the organization must adhere to higher standards if the established threshold is not met. The years referenced in the resolution were confirmed to be accurate, and it was acknowledged that, for practicality, two audits will likely be conducted.

M/Doebler, S/Baghel, passed

b. 2026 EC Candidates Recommended for Election – ***Action Item***

Committee reviewed the roster and it was noted to add Madison Burton.
M/Flynn, S/Wessel, passed

E. FINANCIAL REPORT – Dwayne Brummett and Annie Macias

Brummett reported that tax filings will be completed on time, although audited financial statements are not currently required, and efforts to rebuild financial statements from older records are still underway as part of a transitional period. Accounts receivable include dues from campuses, as well as contributions from conference and business partners, and the organization maintains an investment reserve of approximately $160K. There was discussion about the timeline for the budget file to be ready for the Executive Committee, with hopes of having it prepared by next year's April EC meeting. Ortiz shared that the goal is to establish a more robust budget planning process to give committees a clearer and more accurate financial picture, and in response to Doebler's inquiry about the organization's financial health, it was noted that the organization appears to be on more stable financial footing.

F. PRESIDENT-ELECT'S REPORT – Andrew Singletary

a. 2026 Conference Planning Committee Report
Members were reminded about key conference logistics, including badges, the appreciation breakfast, and an invitation for the Executive Committee to attend the grand opening of the business partners meeting from 3:00–4:30 p.m. Committees were also encouraged to remind participants to utilize Slack and social media, as well as note that the agenda is not scrolling properly in the app. Conference highlights include 490 registrations, with the hotel sold out on Sunday and Monday, participation from 48 business partners, and 46 general concurrent sessions. The conference schedule was reviewed, with Sunday featuring the ED meeting at 8:30 a.m., committee meetings at 1:00 p.m., the conference opening at 3:00 p.m., and a reception at 5:00 p.m. On Monday, the annual business meeting will take place at 5:00 p.m., during which membership will vote on the Executive Committee slate, along with a raffle for AirPods 3 to encourage strong attendance. Tuesday will include an AI-focused session.

b. Stripe/Airwallex Transition – Update
Singleterry noted that PayPal served as the merchant account for conference registration in 2025, while Stripe is being considered due to its integration with QuickBooks, with an estimated setup fee of $2,300. An update on Mailchimp was also provided, with Kim and Andrew having completed a demo to establish synchronization between the website and email communications. Mailchimp adheres to compliance rules for subscribing and unsubscribing from databases, and the next phase is expected to involve committees utilizing the listserv functionality.

G. MEMBER RESOURCES

a. Robert Griffin's Annual Legislative and Compliance Report is posted to the website

H. NEW AND RETURNING BUSINESS ITEMS

a. Reports from Ad Hoc Committees

i. Collaborative Technology Tools and Storage – Andrew Singletary
Discussion included the use of Slack, Google Workspace, and Google Drive, with a focus on expanding access to shared drives for committees.

The conversation also highlighted goals and anticipated evolutions for the coming year, particularly around improving collaboration, communication, and resource sharing across teams.

ii. Education & Conference Programming 2028 & Beyond – Cecilia Ortiz

1. Recommendation for future Educational Programs and Conferences – ***Action Item***

Ortiz provided an overview of the report, followed by discussion from members. John noted that adopting a hybrid model, including hosting portions of the conference on a campus, could help reduce costs. Members expressed openness to change and emphasized the importance of opportunities to come together and network. It was also confirmed that a contract is already in place for the 2027 conference at the Sheraton Marina in San Diego. Edwards recommended that any proposed conference changes be brought to the full Executive Committee, rather than only officers, and suggested establishing clear financial targets for service providers to determine whether the conference should remain in a student union setting for all three years or eventually transition back to a hotel. It was further recommended that a detailed proposal be shared with the entire Executive Committee and that clear targets be identified for future conferences.

Motion: M/Doebler, S/Flynn, passed

b. Submission of Completed Conflict of Interest Documents – Voting EC Members
Kim Clark, will be emailing EC to complete the COI for the year 2025-206

I. BUILDING RELATIONSHIPS AND PARTNERS

No Reports by the CABO and Chancellor's Officer Liaisons at this abbreviated meeting.

Aaron shared that the systemwide strategic plan, CSU Forward, was released to the Trustees in the fall. He also noted that CSUBuy is progressing quickly, with expansion underway to the next 16 campuses.

J. REPORTS

The Standing Committee Chairs' Annual Reports on their committee's accomplishments was included in AOA's Annual Report to Member Organizations sent out on January 4th. If time permits, Committee Chairs may share Committee updates.

K. INFORMATION AND ANNOUNCEMENTS

Next Meeting – April 17, 2026 – Long Beach, TBD

L. ADJOURNMENT: 4:08pm

By acclamation, the Executive Committee was adjourned at 4:08pm

Respectfully Submitted,

Annie Macias

Annie Macias, AOA Secretary/Treasurer

Future Meetings

April 17, 2026 – in person, Long Beach, TBD
June 12, 2026 – virtual, 9am – 2pm
August 14, 2026 – virtual, 9am – 2pm
November 20, 2026 – virtual, 9am – 2pm

Contact Information

Kim Clark, Operations Manager
Kdclark.csuaoa@gmail.com

Dwayne Brummett, Business Manager
dbrummet@calpoly.edu

1.10.26 EC minutes - final

Final Audit Report 2026-08-06

Created:	2026-08-06
By:	CSU AOA (admin@csuaoa.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIwoiNYc9CEikIYkyxSVwCqWO6L-WjcYg

"1.10.26 EC minutes - final" History

Document created by CSU AOA (admin@csuaoa.org)

2026-08-06 - 1:41:59 AM GMT

Document emailed to Annie Macias (amacias@csusm.edu) for signature

2026-08-06 - 1:42:05 AM GMT

Document e-signed by Annie Macias (amacias@csusm.edu)

Signature Date: 2026-08-06 - 4:39:58 AM GMT - Time Source: server - Signature Appearance Selected: IMAGE

Agreement completed.

2026-08-06 - 4:39:58 AM GMT