

CAL STATE L.A.
UNIVERSITY AUXILIARY SERVICES, INC.
BOARD OF DIRECTORS MEETING AGENDA

ZOOM MEETING
WEDNESDAY, SEPTEMBER 15, 2021

BOARD MEETING.....11:30 AM – 12:30 PM

- I. CALL TO ORDERDR. GOMEZ
- II. APPROVAL OF 05/20/2021 MINUTES.....DR. GOMEZ
- III. INTRODUCTION OF NEW BOARD MEMBERS.....DR. GOMEZ
 - A. ACTION ITEM - APPROVAL OF BOARD OFFICERS.....MR. MARJI
- IV. EXECUTIVE DIRECTOR’S REPORT.....MR. MARJI
- V. AUDIT REPORT.....COHNREZNICK LLC
 - A. ACTION ITEM - AUDIT ACCEPTANCE.....MR. MARJI
- VI. PUBLIC FORUM
- VII. CONFLICT OF INTEREST STATEMENTS.....MR. MARJI
- VIII. ANNOUNCEMENTS
 - A. NEXT BOARD OF DIRECTORS MEETING: DECEMBER 9, 2021
- IX. ADJOURNMENT.....DR. GOMEZ

CAL STATE L.A.
UNIVERSITY AUXILIARY SERVICES, INC.

BOARD OF DIRECTORS MINUTES

THE BOARD ROOM
(ZOOM MEETING)
THURSDAY, MAY 20, 2021

Present: Jose Gomez (Chair), Nancy Wada-McKee (Vice Chair), Joyce Williams (Secretary/Treasurer), Ya-Chih Chang, Lisa Chavez, Annie Ekshian, Veena Prabhu, Mohsen Eshraghi, Pamela Scott-Johnson, Jeffrey Underwood, and Dale S. Zuehls

Absent: Talia Bettcher

Management: Tariq Marji (Executive Director)

Staff: Ernesto Argumaniz

I. CALL TO ORDER

Dr. Gomez called the meeting to order at 11:33 am.

II. APPROVAL OF 03/18/2021 MINUTES

Mr. Zuehls moved, Ms. Ekshian second and motion carried to approve the minutes of the March 18, 2021 minutes.

III. FINANCIAL REPORTS

Mr. Marji presented the UAS Financial Statements as of March 31, 2021.

In the Statement of Net Position, the Cash and Cash Equivalent is at \$14.3M. It increased by \$300K from the beginning of the fiscal year. In Accounts Receivables, there was a decline of \$2.3M in Grants and Contracts to sponsored program activities. There is a \$1.7M increase in Commercial Services from the Vaccination Site-Meal services contract.

In the Statement of Revenue, Expenses and Change in Net Position, the Total Revenue is \$5.3M. It is \$1.3M less compared to the previous year's budget. The Net Operating Income is \$727K.

IV. EXECUTIVE DIRECTOR'S REPORT

Mr. Marji presented the UAS Executive Director's Report.

Mr. Marji provided an update on the 2nd PPP loan. Requested \$1.5M from the Small Business Administration (SBA) through Union Bank. The loan agreement was signed with Union Bank. It will be used to cover payroll. The 1st PPP loan has been forgiven by Union Bank but waiting on SBA's approval.

In the Office of Sponsored Program, submitted \$72M in grant activities compared to last year at \$52M. The awarded amount was increased by 48% compared to last year (an increase from \$11M last year to \$21M this year).

In Commercial Operations, planning on opening three units in the food court and Starbucks by the start of the Fall Semester. The Bookstore will open in late June. In the Dining services a mobile app is in development to allow customers make orders from the app and have a delivery system put in place.

In LA BioSpace, the build-out is complete. Received a temporary occupancy certificate from the Fire Marshall. We have a new tenant that is occupying about 30% of the space. Discussing leasing space with five additional companies.

In Children's Center, received grants to teach online courses. The Chancellor's Office allotted funding to update the building. The Administrative team at the Center is recruiting new teachers.

A. 2021-2022 Proposed Budget

Mr. Marji presented the 2021-22 Budget Highlights.

In Revenue, the total projected revenue is anticipated to decline by \$2.5M compared to last year. In Expenses, the projected operational expenses is \$5.4M mainly due to the increase of support staff. The payroll costs increased to \$362K and benefits to \$152K.

In Total Revenues and Expenses, a deficit of \$617k is being proposed in the budget due to the Covid-19 pandemic.

In Sources of Cash, the total cash generated is \$1.1M from Depreciation and Post-retirement benefits. In Use of Cash, the long term debt bond obligation is \$1.29M. The net loss is \$114K.

1. Action Item: 2021/22 Budget Resolution

Mr. Zuehls motioned, Ms. Ekshian seconded and motioned was carried to approve the 2021/22 Budget Resolution.

V. PUBLIC FORUM

There was no public form at this time.

VI. ANNOUNCEMENTS

Next Board of Directors meeting is scheduled for Thursday, September 16, 2021.

Mr. Marji announced that this would be the last meeting for Ms. Lisa Chavez, Dr. Nancy Wada-McKee and Dr. Pamela Scott-Johnson. He thanked them for all their help and contribution to the Board.

VII. ADJOURNMENT

The meeting was adjourned at 12:08 pm.

Approved by the Board of Directors, September 15, 2021

JOHN TCHENG, SECRETARY
UAS BOARD OF DIRECTORS

To: Board of Directors
From: Tariq Marji
Date: September 15, 2021
Re: Conflict of Interest

The California Education Code addresses the monitoring of conflicts of interest between the Cal State LA University Auxiliary Services, Inc. (UAS) and its Board of Directors. As a result, the UAS has adopted the practice of annually updating its files with regard to this matter.

In accordance with the conflict of interest provisions set forth in Education Code Sections 89906-89909, the only relationships that are specifically deemed not permissible are as follows:

- (a) Any contract, other than an employment contract, directly between the UAS and the UAS Director.
- (b) Any contracts between the UAS and a partnership or unincorporated association in which a UAS Director is a partner or owner or holder, directly or indirectly, of a proprietorship interest.
- (c) Any contract between the UAS and a for-profit corporation in which a UAS Director is the owner or holder, directly or indirectly, of five percent (5%) or more of the outstanding common stock.

Therefore, I would appreciate it if you would review the above and if appropriate, sign, date and return the acknowledgement below.

I am not now financially interested in any contract or other transaction entered into by the Board of Directors of Cal State LA University Auxiliary Services, Inc.

UAS Board Member Signature

Date

Print Name