

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

BOARD OF DIRECTORS MINUTES

ZOOM/ IN-PERSON MEETING
WEDNESDAY, MARCH 22, 2023

Present:

Ya-Chih Chang Professor of Division of Special Education
and Counseling

Annie Ekshian Lead, Distribution Center and Inventory

John Eleby ASI, VP for Academic Governance

Rui Hu Professor of Department of Accounting

Brian Nguyen ASI, President

John Tchong (Secretary/Treasurer) AVP of Budget, Planning, and Fiscal
Compliance

Jeffrey Underwood AVP for Research

Absent:

Kristine Bezdcny Academic Senate Chair

William A. Covino (Chair) President

Tye Jackson Dean of College of Business and Economics

Octavio Villalpando (Vice Chair) VP for Diversity, Equity, and Inclusion and
Student Life

Joyce Williams VP for Administration and Finance, and
Chief Financial Officer

Dale S. Zuehls Community Director, Zuehls, Legaspi & Co.

Management:

Tariq Marji

UAS Executive Director

Staff:

Ernesto Argumaniz

UAS Corporate Contracts Manager

Yaraseth Alvarado

UAS Administrative Supervisor

Guest:

Alberto Contreras

Accounting Manager

Daniel Keenan

UAS Executive Chef

Elaine Reed

Barnes & Noble General Manager,
University Bookstore/Starbucks/Cafe
47/Metro Express/Golden Eagle Express

Jola Tuck

CohnReznick LLP

I. CALL TO ORDER

Mr. Tcheng called the meeting to order at 12:02 am.

II. APPROVAL OF 09/22/2022 MINUTES

Dr. Underwood moved, Ms. Ekshian second and motion carried to approve the minutes of the September 22, 2022 minutes.

III. APPROVAL OF 12/14/2022 MINUTES

Ms. Ekshian moved, Dr. Chang second and motion carried to approve the minutes of the December 14, 2022 minutes.

IV. FINANCIAL REPORTS

Mr. Marji presented the financial report as of February 28, 2023.

In Cash and cash equivalent, the cash on hand declined by \$5.4 million in the beginning of the year to \$4 million. The decline was due to prior periods bond debt service payment of \$2.4 million, and contribution to post retirement fund.

The Total Revenue increased by \$2.3 million compared to last year (\$7.6 million vs. \$5.3

million).

V. CORPORATE TAX FORM 990 REVIEW

Ms. Tuck presented the Corporate Tax Form 990.

The form 990 is filed with the IRS.

VI. EXECUTIVE DIRECTOR'S REPORT

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

In the Office of Sponsored Programs, submitted \$57M in grant activities and was awarded \$20M. The ratio for what was submitted vs awarded is 36%. Last year it was 31%, an increase of 5% from last year.

Update on the Sponsored Programs Advisory Committee recommendations:

- In January, Accounts Payables team revamped the P.O. Procedure and implemented centralized receiving process and P.O. tracking system.
- In early March, the first Purchasing Card program was introduced. The purpose of the card is to make small dollar purchases for supplies, goods, and materials.
- In the process on granting PIs access to PeopleSoft's grant module to extract reports.
- On May 4th the sponsor programs department will have a meet and greet event. The purpose of this event is to re-connect with the PI to improve communication and address their concerns and issues.
- Post award department added two post award administrators to assist with grants operation's needs

In Children's Center, the Center completed the California Department of Education Contract Compliance Review for the California State Preschool Program grant. In February, Ms. Carolyn Dallamora resigned from her position as the Center's Director. Mr. James Goodrich (previously the Associate Director) is the new Director.

In the LA BioSpace, All private labs and offices and only 20% of the lab benches are leased. The LA BioSpace grand opening is scheduled on April 14th 10am to 1:00 Pm. Mr. Marji invited the bord to attend the grand opening

VII. BARNES AND NOBLE BOOKSTORE OPERATION REPORT

Ms. Reed presented a PowerPoint presentation outlining the Bookstore, and its other operations and future plans for the Bookstore.

VIII. DINING SERVICES OPERATION REPORT

Mr. Keenan presented the Dining Services Operation.

Panda Express will begin construction at the end of the Spring 2023 semester. The University Club will have a soft opening at the end of March. Staff will be trained during Spring Break.

IX. PUBLIC FORUM

There was no public form at this time.

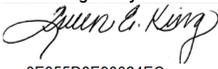
X. ANNOUNCEMENTS

Next Board of Directors meeting is scheduled for Wednesday, May 17, 2023.

XI. ADJOURNMENT

The meeting was adjourned at 1:03 pm.

Approved by the Board of Directors, May 17, 2023

DocuSigned by:

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QUEEN KING, ACTING SECRETARY
UAS BOARD OF DIRECTORS