

MT. SAC AUXILIARY SERVICES CORPORATION BOARD OF DIRECTORS MINUTES

Thursday, June 4, 2020

The fourth quarterly meeting of the Mt. SAC Auxiliary Services Corporation Board of Directors, held via zoom due to the Governors Safer at Home order, was called to order at 2:05 p.m. on Thursday, June 4, 2020, by Morris Rodrigue, Chairperson. Those present via zoom were: Morris Rodrigue, Audrey Yamagata-Noji, Jenny Leung, and Rosa Royce. Guest: Eddie Correa. Staff: Doug Jenson, Suzanne Luetjen, Kevin Owen, and Yadira Santiago. Absent: Amy Truong.

2 – No public comment.

3 – Consideration of Approval of Minutes for March 12, 2020 – It was moved by Rosa Royce, seconded by Morris Rodrigue, to approve the minutes of March 12, 2020. Agenda date should read March 12, 2020, not March 5, 2020.

Ayes: Rodrigue, Yamagata-Noji, Royce, Leung
Absent: Truong

4 – Consideration to accept the Election of Officers/Appointments – In accordance with the Bylaws of the Board of Directors, composition will be the following officers/appointments elected to terms of one year or until successors are elected and qualified, effective July 1, 2020:

Chairperson – Morris Rodrigue

Vice Chairperson – Audrey Yamagata-Noji

Secretary/Treasurer – Rosa Royce

Faculty – Jenny Leung

A.S. President – waiting on appointment of member from Associated
Students

It was moved by Rosa Royce to declare the presented officer elected/appointed members to the Board of Directors of the Mt. SAC Auxiliary Services Corporation. The motion was seconded by Jenny Leung. Morris would like to have a review of the Bylaws at the next scheduled meeting.

Ayes: Rodrigue, Yamagata-Noji, Royce, Leung
Absent: Truong

5 – Consideration of Approval of Income Statement Report for the Third Quarter 2019-20 and Auxiliary Statement of Revenues and Expenditures (Unaudited) YTD March 31, 2020 – It was moved by Audrey Yamagata-Noji, seconded by Morris Rodrigue, to approve the Income Statement Report for the Third Quarter 2019-20 and Auxiliary Statement of Revenues and Expenditures (Unaudited) YTD March 31, 2020.

Ayes: Rodrigue, Yamagata-Noji, Royce, Leung
Absent: Truong

6 – Consideration of Approval of Personnel Transactions – It was moved by Rosa Royce, seconded by Jenny Leung, to approve the Personnel Transactions.

Ayes: Rodrigue, Yamagata-Noji, Royce, Leung
Absent: Truong

7 – Consideration of Approval of the Annual Investment Policy Statement – It was moved by Rosa Royce, seconded by Audrey Yamagata-Noji, to approve the Annual Investment Policy Statement.

Ayes: Rodrigue, Yamagata-Noji, Royce, Leung
Absent: Truong

8 – Consideration of Approval of the Annual Disclosure of Conflict Of Interest – It was moved by Rosa Royce, seconded by Audrey Yamagata-Noji, to approve the Annual Disclosure of Conflict Of Interest.

Ayes: Rodrigue, Yamagata-Noji, Royce, Leung
Absent: Truong

9 – Consideration of Approval to Destroy Auxiliary Documents related to fiscal year 2014-15 – It was moved by Rosa Royce, seconded by Morris Rodrigue, to approve to Destroy Auxiliary Documents related to fiscal year 2014-15.

Ayes: Rodrigue, Yamagata-Noji, Royce, Leung
Absent: Truong

10 – Discussion update on the Bookstore Advisory Committee and the Sodexo Advisory Committee. At this time there is no update due to the Covid-19 Pandemic/campus closure. This item will be kept on the Agenda for the next few meetings. Kevin Owen, Director, Technical Services, and Brandin Bowman, Assistant Director, Technical Services, would like to serve on the Sodexo Advisory Committee.

- Bookstore Advisory Committee – Audrey Yamagata-Noji will work with Suzanne Luetjen and Ann Del Muro of Barnes & Noble.
- Sodexo Advisory Committee – Audrey Yamagata-Noji will work with Eddie Correa of Sodexo.

11 – Reports:

- Administrative Services – Morris Rodrigue
- SacBookRac – Suzanne Luetjen
- Sodexo – Eddie Correa

12 – Adjournment – The meeting adjourned at 2:38 p.m.