



University Corporation at Monterey Bay Board of Directors Meeting

Friday, June 15, 2023
8:33 a.m. – 10:42 a.m.

Alumni and Visitors Center – Board
Room and Zoom

Minutes

<p style="text-align: center;"><u>Board Members Present:</u></p> <p>Vanya Quiñones, Ph.D., President Barbara Zappas, Director John Jimenez, Director Robert Taylor, Esq., Director Maria Bellumori, Ph.D., Director</p>	<p style="text-align: center;"><u>Board Members Absent:</u></p> <p style="text-align: center;"><u>Staff Present:</u></p> <p>Nancy Ayala, Gov&Cmpl. Mgr.</p>
<p style="text-align: center;"><u>Presenters:</u></p> <p>Matthew Bohannon, Vice President, Brailsford and Dunlavy Inc. Sherry Baggett, Controller Starr Lee, Senior Associate Executive Director Dane MacDonald, Senior Manager, Advisory Services, Chancellor’s Office “Advisory Services” Dominick Owens, Senior Advisory Services Consultant, Chancellor’s Office “Advisory Services” Christina Fennell, Senior Advisory Services Consultant, Chancellor’s Office “Advisory Services”</p>	

Regular Meeting

- I. **Call to Order:** A quorum being established; President Vanya Quiñones called the meeting to order at 8:33 a.m.

- II. **Governance:**
 - A. Appointment of Board Directors: President Quiñones announced the 2023/24 director appointments.
 - B. Election of Board Officers: Moved by Director Glen Nelson and seconded to approve the Board Officers as presented. With no further discussion, the motion carried.
 - C. Appointment of Standing Committee Members: President Quiñones announced the standing committee members.

- III. **Approval of Minutes:** Moved by Director Robert Taylor, Esq. and seconded to approve the March 23, 2023 meeting minutes as presented. With Director John Fraire abstaining, the motion carried.

- IV. **Public Comment:** There were no requests for public comment.

- V. **President’s Remarks:** President Quiñones thanked the committee members for their volunteer work. President Quiñones is proud of the changes made during her first year as President and looks forward to the continued momentum for change. She also thanked the Cabinet for their contributions. The coming year will bring opportunities to improve CSUMB, with the major events being overcoming the budget deficit, tuition increase, and the continued decrease in enrollment. President Quiñones also announced Provost Katherine Kantardjieff's retirement and thanked her for all her work, especially during covid. President Quiñones also announced Dr. John Fraire's departure and thanked him for his work at CSUMB.

- VI. **Executive Director’s Report:** Executive Director Glen Nelson reported on Corporation activities. Dr. Nelson introduced consultant Matthew Bohamon from Brailsford & Dunlavy to provide an update on a housing operations assessment conducted in 2020. The recommendations

were not brought to fruition because of the COVID pandemic. Last fall, there were several issues with housing operations that affected students. Dr. Nelson reengaged the consultant to lead the campus through the implementation of the recommendations from the 2020 assessment. Mr. Bohannon presented the goals and recommendations from the assessment. This process will take approximately five months to complete and is about halfway through.

Dr. Nelson reported that Facilities Management Department (FMD) would begin to service and maintain Corporation buildings on campus. Currently, the services are outsourced to Greystar Real Estate Partners. The services provided by Greystar were not meeting expectations. Therefore, the \$2M paid to Greystar annually will now go to FMD to provide these services. Multiple Memorandums of Understanding will be implemented, which define the dollar amount for services and the expectation of the level of service. This will create 14 new positions within FMD, which will benefit the entire campus. The transition's completion is expected at the end of this year. Dr. Nelson reported on employees' work schedules, noting that remote work is voluntary and employees must be in the office four days a week.

Dr. Nelson provided a real estate update, noting that early negotiations are underway with the City of Marina and Monterey Peninsula College to acquire three buildings on the Marina City Corporation Yard. Also, there is no academic purpose for the Salinas City Center building. Monies received from the sale of Salinas City Center would be used to purchase the buildings on the Marina City Corporation Yard. Ryan Ranch is not on the block but is reviewing the value of the building. A portion of the North Salinas building was subleased to Central Coast College to alleviate some of the rent expense. There are current negotiations to extend the sublease up to three years.

Dr. Nelson reported that there will be proposed revisions to the Reserves Policy in a future meeting, reflecting asset-based reserves, not time-based as it currently stands.

VII. Business:

A. Proposed 2023/24 Budget: Controller Sherry Baggett presented the 23/24 budget request. Housing revenue is expected to increase by \$5M in home sales. There was discussion on the availability and inventory of homes to purchase. President Quinones noted that a primary concern of the campus community is the lack of homes to purchase. Dr. Nelson pointed out that although there are 12 homes available to purchase, a policy is being developed to address the allocation of homes available for purchase while keeping inventory on reserve to offer key staff hires. Ms. Baggett noted that Sponsored Programs revenue was projected at \$15M but will be approximately \$19M. Increased expenses include salaries and benefits due to restructuring departments and added positions. Depreciation also increased due to capital improvements in facilities, main campus, and East Campus. CSUMB's cost allocation for services is \$3.2M, leaving total expenses at \$82M. Ms. Baggett presented the Reserve Goals for 2023/24 and anticipated adjustments totaling \$61M.

Director Taylor exited the meeting at 9:55 a.m.

Moved by Director Barbara Zappas and seconded to approve the 2023/24 budget request as presented. With no further discussion, the motion carried.

B. Endowment Investment Policy: Senior Associate Director Starr Lee presented the Endowment Investment Policy revisions, noting that the Corporation's Endowment policy points to the Foundation's Endowment Policy because the Corporation does not have an endowment. The Investment Committee recommends revising the Endowment Investment Policy to introduce sustainability goals in §6 Investment Guidelines. The goal is to hold fossil fuel-related managers at 5% or less in the portfolio. This is the second read. The Board first reviewed the policy changes at the March meeting. It was noted that the Foundation Board approved the revisions at their last meeting. Moved by Director Nelson and seconded to approve the policy revisions as presented. With no further discussion, the motion carried.

- C. Chancellor’s Office Audit and Advisory Services Report: Dr. Nelson introduced the Chancellor’s Office Advisory Services team, who presented the observations from the audit in the following areas: Governance and Administrative oversight, business processes and programmatic activity, and fiscal activities. Director Zappas requested an implementation plan to address observations at the next meeting. President Quiñones thanked Advisory Services for their report and looks forward to the final report.

In the interest of time President Quiñones asked if anyone had any questions regarding the standing reports. There were no questions.

VIII. Reports

- A. 3rd Quarter 22/23 Financial Report: None
- B. External Funding Update – Sponsored Programs: None
- C. Corporate Relations – University Advancement: None

- IX.** Open Communication/Announcements: President Quiñones presented exiting members Secretary Katherine Kantardjieff, Directors John Jimenez, Maria Bellumori and John Fraire with certificates of appreciation.

- X.** Closed Session: The board entered into closed session at 10:20 a.m. The Board exited closed session at 10:42 a.m.

- XI.** Adjournment: With no further business to conduct and no objection, the meeting was adjourned at 10:42 a.m.



Andrew Lawson, Secretary/Treasurer

10/20/2023

Date







6-15-23 Minutes Corp, Final

Final Audit Report

2023-10-20

Created:	2023-10-20
By:	Nancy Ayala (nayala@csumb.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAA5o2arErpSdZPQwCbZCp085UUer9jAZUW

"6-15-23 Minutes Corp, Final" History

-  Document created by Nancy Ayala (nayala@csumb.edu)
2023-10-20 - 0:20:47 AM GMT
-  Document emailed to Andrew Lawson (alawson@csumb.edu) for signature
2023-10-20 - 0:26:47 AM GMT
-  Email viewed by Andrew Lawson (alawson@csumb.edu)
2023-10-20 - 1:48:26 AM GMT
-  Andrew Lawson (alawson@csumb.edu) authenticated with Adobe Acrobat Sign.
2023-10-20 - 9:22:56 PM GMT
-  Document e-signed by Andrew Lawson (alawson@csumb.edu)
Signature Date: 2023-10-20 - 9:22:56 PM GMT - Time Source: server
-  Agreement completed.
2023-10-20 - 9:22:56 PM GMT