



The University Corporation
San Francisco State

Room ADM 361
1600 Holloway Ave
San Francisco, CA 94132

ucorp.sfsu.edu

Board of Directors Meeting

Monday, May 22, 2023

via Zoom

Brian Beatty
Jason Bell @ 3:07p
Anoshua Chaudhuri
Ly Chau
Neil Cohen
Trevor Getz
Michael Goldman @ 3:03p

Yessica Gonzales
Jamillah Moore @ 3:05pm
Jason Porth
Kal Salama
Christy Stevens
Rob Strong

UCorp Staff:
Tammie Ridgell
Chris Farmer
Maggie Woo
Andrew Lok
Anthony Victoria

Meeting called to Trevor @ 3:01p

- agenda reviewed; approved unanimously

ACTION: Board of Directors Meeting Minutes for April 24, 2022; approved unanimously with correction of typo

No Public Comment

Constituent Reports – none

- board acknowledged & thanked Michael for his past service & next year's participation, as well as his recommendation for new BOD member

Finance Committee report by Kal

- presented April 30 report from Beacon Pointe
 - another 1% in return from prior month
- doing okay in May so far
 - looking like a good FY outcome is to be expected
 - good return for a medium to low risk portfolio
- the two concerns at this time are the debt ceiling debate & expectation of a real estate downward turn (though these effects after FY2023 end)

Rob: commented that he heard if debt limit is not achieved, 7 million will be unemployed

Kal: replied that this is an exaggeration, just drama

Anoshua: agreed with Kal, saying it's political game-playing

UCorp' Financial Status Report & F2024 Budget – Tammie

- focusing on April 2023 results



- revenues from G&C administration is 10% below budget & expecting year to end similarly
- program revenues also underperforming per FY budget
- slight increase in business services revenue due to food voucher program
 - shops revenue, with exception of Healthy U, over budget
 - still, revenues from EBT program re: Healthy U doing well
 - Campus Stores, overall, up 5% from FY budget
- overall, operating expenses are greater than FY budget & have been explained over this past year
- as in past several years, investment results have been better than what was budgeted
 - expecting good/positive results for this FY, as well
- FY deficit at this time projected at \$164K – still lower than original budget
- proposed FY2024 budget
 - summary illustrates \$580K in net income budgeted
 - typically based on past years' experience & actual results
 - proposed revenues discussed
 - revenues for G&C estimated using what is known re: current activity
 - ASF estimated using what is known & expected during next FY
 - revenues from Student Ctr
 - it is known at this time that overall costs will exceed revenues
 - expected revenues from Follet reduced to \$300K from prior year's \$400K
 - 65% of FY2020 revenues, as well as 2023-23 activity, used to estimate Campus Stores revenue
 - estimated expenditures discussed
 - salaries estimated using minimum wage increase & possible CSU system-wide increase
 - other support services costs projected to be static from prior FY
 - smoothing methodology applied to expected investment returns
 - using 5% return, normalizing expected highs & lows to be expected during FY
 - discussion regarding reserves
 - CSU guidelines state reserves needed to cover six (6) months of operations
 - policy translates to UCorp requiring approximately \$1.8M, although current reserve balance is \$1.7M
 - due to pandemic and FY deficits, there is not an urgent need to allocate funds to reserve at this time
 - UCorp's plant reserve is currently \$19K, and should be \$500K
 - awaiting reimbursement from ASI relative to UClub refurbishment, so no allocation to be made at this time

Kal: asked if UCorp has ever needed to access reserves



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Tammie: replied never in the past through the present; also given the current projected deficit for FY2023, it does not track to make any allocation relative to reserves at this time

Jamillah: asked if reserves ever used to cover gaps in revenues

Tammie: mentioned that reserves would only be used for UCorp's unrestricted activities; all other campus programs, scholarships, etc., are cash operating, and though these have been underperforming, UCorp is expecting things to normalize after the pandemic

Neil: asked if a formal budget revision is required if there is a significant increase in revenues, or is revision usually only needed when there are significant decreases (i.e., larger deficit)

Tammie: replied that in the past, a revision would be approved only in cases of decreased activity, larger deficit

- discussion of insurance costs & review of UCorp's insurance program by Anthony

Jason: explained AORMA & UCorp's insurance program

Rob: added that in his experience, he has found AORMA to provide a comprehensive & cost efficient insurance program

Jason: concluded the budget presentation, by reminding the board of UCorp's line of credit that has been in place since the pandemic and that it has yet to be used; believes it is well worth the \$8K admin fee charged by Bank of SF

Trevor asked for budget approval

ACTION: Resolution approving University Corporation budget for fiscal year 2024

Rob/ Neil motioned/seconded; passed unanimously without further discussion

Operations report by Chris

- overall, winding down with end of academic year, though it should be noted Spring 2023 has performed well
 - Healthy U continues to lag, but EBT program continues to be advantageous adding to revenues
 - vending seems to continue to improve
 - meetings to occur during summer to finalize rent levels
 - planning to charge 50% of normal rents
 - said goodbye to iNoodles & looking at expansion of space for pantry
 - Crave is also leaving student center
 - not too sure how to proceed – another RFP? discussion to occur
 - planning for vending in new Science building
 - RFP sent to existing campus vendors so as to limit competing businesses; only one response thus far
 - Follett continues to be challenging
 - complaints recorded relative to customer service



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- still looking forward to having them another year

Rob: asked if new manager has been hired

Chris: replied this has occurred and Follett has also brought-in 'market leaders' to increase support & services

Jason: noted the debacle that occurred at the last large campus-wide event, with their opening late & extremely long lines

Anoshua: asked if any consideration to use vendor who accepts EBT

Kal: asked if there continues to be adjustments to staff on an ongoing basis

Chris: replied that Follett is trying their best, but this current environment is not favorable

Kal: reiterated that in general retail staffing has taken a hit post-COVID

Chris: said UCorp continues to plan, so as to not to have to subsidize Follett going forward

Executive Director's report – Jason

- thanked & acknowledged the Nominating committee for their time & work relative to the FY2024 slate of officers
 - o explained ex-officio seats
 - o those board members with un-expiring terms are all remaining
 - o Yvonne will be leaving the board, opening a seat; Janey Wang proposed to fill vacancy
 - o Jason B will be board secretary

ACTION: Resolution approving board Officers, Directors and Committee for fiscal year 2023-24
Neil/Rob motioned/seconded; approved unanimously without further discussion

ACTION: Resolution approving board committee members for fiscal year 2023-24
Neil/Anoshua motioned/seconded; approved unanimously without further discussion

- acknowledged & congratulated Anoshua receiving Lam Larsen Extinguished award
- acknowledged & thanked UCorp staff for work on successful budget
- proposed June 2023 board meetings to be cancelled
 - o FY2024 board schedule to be circulated & approved at first meeting
- Hot Pot restaurant now open
- Insomnia Cookies build-out has begun & scheduled to open in Fall 2023
- Newspaper racks will remain as requested by Journalism department
- Student Center will be debt free next year, and looking to re-allocation of those funds previously used for this

Meeting adjourned at 4:13p by Trevor