



*The Foundation for
California State University, San Bernardino*

**BOARD OF DIRECTORS MEETING
December 8, 2005 --- 4:00 p.m. *
Foundation Board Room**

PROPOSED AGENDA

OPEN SESSION

- | | | |
|----|-----------------------------|--------|
| A. | Call to Order/Introductions | Teyber |
| B. | Welcoming Remarks | Karnig |
| C. | Convocation Video | Karnig |

ACTION ITEMS

- | | | |
|----|---|---------|
| D. | Approval of Minutes from September 29, 2005 Directors Meeting | Teyber |
| E. | Approval to Sell Beer and Wine at Commons | DeMauro |
| F. | Approval of Student Union Lease for Food Service Operation | DeMauro |
| G. | Approval to Establish Loan to Purchase Food Service Equipment | DeMauro |

INFORMATION ITEMS

- | | | |
|----|--|---------|
| H. | Foundation Status Report | DeMauro |
| 1. | Human Resources --- Debbie Burns | |
| 2. | Bookstore --- Kim Ball | |
| 3. | Grants and Contracts --- Stan Stanley | |
| 4. | Dining Services --- Tito Calderon and Cheryl Ruzak | |
| 5. | Finance --- Jeff Blake | |

I. Committee Reports

- | | | |
|----|--|--------------|
| 1. | Executive Committee | Teyber |
| 2. | Investment Committee | Gorian |
| 3. | Sponsored Programs Administration Committee | Stanley |
| 4. | Commercial Enterprises Committee | Chen-Maynard |
| 5. | Development Committee
Palm Desert Campus Building #3 Fundraising Campaign | Aguilar |
| 6. | Audit Committee | Bayless |

*Hors d'oeuvres will be served

Distribution: Aguilar, Bayless, Carson, Chang, Chen-Maynard, DeMauro, Diaz, Fernandez, Fullerton, Gorian, Jackson, Karnig, Obershaw, Rincon, Saleson, Savage, Teyber, Ball, Blake, Burns, Calderon, Ruzak, Stanley

Agenda Item A --- CALL TO ORDER

December 8, 2005

Call to Order/Introductions

Dr. Ed Teyber, Board President, will conduct introductions of Board members and guests.

Agenda Item B --- WELCOME

Welcoming Remarks by Chairman Karnig

Chairperson Karnig will provide a report to the Board on current issues regarding the Foundation and the University.

Agenda Item C --- Convocation Video

A short video highlighting the 2004/05 academic year was presented to the campus community at the annual Fall Convocation in September. This video will be shared with the Foundation Board of Directors.

Agenda Item D --- ACTION

Approval of Minutes of September 29, 2005 Directors Meeting

RECOMMENDATION:

It is recommended that the Board approve the attached minutes of the September 29, 2005, Board of Directors meeting.

Approval to Sell Beer and Wine at Commons

RECOMMENDATION:

It is recommended that the Board approve a request to apply for a license to sell beer and wine with meals served during catered events at the Commons.

BACKGROUND:

Currently, the Foundation holds a license for the sale of beer and wine in one campus location, which is a small “pub” in the Student Union. Beer and wine may be served at events in the Commons only if customers provide their own product, which is then served by Commons staff.

It is recommended that the Foundation seek approval from the Department of Alcoholic Beverage Control (ABC) for a license to sell beer and wine at catered events in the Commons. Controls will be placed on the sale of beer and wine, including verification of identification of those purchasing alcoholic beverages, ensuring that the amount of alcohol served to individuals is limited, and compliance with laws pertaining to the sale and serving of alcoholic beverages. This will improve service for catered events held in the Commons, and will allow the Foundation to increase revenues in catered events.

The need for approval of this agenda item was identified after the Executive Committee meeting on November 17, 2005. Therefore, the Foundation Treasurer recommends that the item be placed on the agenda for approval by the Board to request an additional license from the ABC to sell beer and wine at catered events in the Commons that include food service.

Approval of Student Union Lease for Food Service Operation

RECOMMENDATION:

It is recommended that the Board approve the negotiation of a new lease for the operation of Foundation services in the Student Union.

BACKGROUND:

The existing lease for the operation of Foundation services in the Student Union has expired. The new lease would cover a period of eighteen (18) months. Foundation services would operate several branded venues, including Taco Bell, Pizza Hut, Kentucky Fried Chicken, and Starbucks, and several non-branded venues, including campus-run convenience stores and the “Pub.” The Foundation would pay the Student Union either 50 percent of profit or \$1,000 per month. The expired lease with the Student Union called for more than \$60,000 per year, which the Foundation could not support.

The need for approval of this agenda item was identified after the Executive Committee meeting on November 17, 2005. Therefore, the Foundation Treasurer recommends that the item be placed on the agenda for approval by the Board to negotiate a renewed lease for the operation of Foundation services in the Student Union with a return to the Student Union of either 50 percent of profit of \$1,000 per month.

Approval to Establish Loan to Purchase Food Service Equipment

RECOMMENDATION:

It is recommended that the Board approve a loan not to exceed \$250,000 to purchase food service equipment, pay franchise fees, and purchase start-up supplies.

BACKGROUND:

Foundation Dining Services operated varied food service venues in the Student Union prior to the closure of the building for a renovation and addition. The construction is nearing completion, and the Dining Services operation is gearing up to re-open in the Winter 2006 academic quarter. Approximately \$250,000 is needed to purchase food service equipment, pay franchise fees, and purchase start-up supplies.

The funds would come from internal sources of nonrestricted funds deposited in the Foundation. Agreements will be reached with the "owners" of these funds, and the LAIF rate of interest will be paid for the use of the funds.

Proceeds from Dining Services operations will be used to pay the debt for a period of ten (10) years or less. Should funds not be available from Dining Services proceeds, the campus will need to identify methods in which to subsidize the Dining Services operation.

The need for approval of this agenda item was identified after the Executive Committee meeting on November 17, 2005. Therefore, the Foundation Treasurer recommends that the item be placed on the agenda for approval by the Board to approve a loan not to exceed \$250,000 to purchase food services equipment, pay franchise fees, and purchase start-up supplies.

Agenda Item I – INFORMATION

December 8, 2005

Committee Reports

1. Executive Committee

2. Investment Committee

3. Sponsored Programs Administration Committee

4. Commercial Enterprises Committee

5. Development Committee
Palm Desert Campus Building #3 Fundraising Campaign

6. Audit Committee