

**Loker Student Union, Inc.  
Board of Directors Meeting  
September 9, 2011  
Minutes**

The meeting was called to order at 10:09am by Chair Chardae Jenkins.

**1) Roll Call & Introductions**

Members present: Jonathan Scheffler, Karen Wall (for Mary Ann Rodriguez), Toni Marich, Sonja Daniels, Scott Coleman, Sam Shabot, Chardae Jenkins, Keyiona Ritchey, Mardell Baldwin, Jessica Russell, Brianna Murphy, Arnecia Bryant, Barbara Gomez.

Guests: Carole Desgropes, Richard Chester

**2) Approval of Agenda**

A motion to approve the agenda of September 9, 2011 as submitted was made by Scott Coleman, seconded by Jessica Russell. Approval was unanimous.

**3) Approval of Minutes (May 13, 2011 and June 10, 2011)**

A motion to approve both minutes May 13, 2011 and June 10, 2011 as submitted was made by Mardell Baldwin, seconded by Scott Coleman. Approval was unanimous.

**4) Chair's Report**

Chardae shared that she maintained contact with Arnecia and Carole during the summer. She reviewed her responsibilities and expectations and will be working with Carole and Arnecia on board related items. She expressed that we all need to communicate with each other to stay informed.

**5) New Business**

a) Audit Update

Arnecia updated the group on the audit. The auditors are onsite preparing an update. They will review what we sent them. We have answered all their questions and covered what they requested and there were no questions at this time. Arnecia, Jaime and Linda met to change the process of ticket sale in order to avoid being in the same situation next year.

b) Director Search Update – time certain 10:30am

Arnecia stepped out of the room because she is a candidate for the Director position. Richard gave the group an update on their progress. He said that the committee did on-campus interviews for three candidates after a first skype interview. The next process is for the committee to reconvene next Friday and go through the feedback forms to write a report that will highlight strengths and weaknesses of each candidate

and a recommendation. This report will go to Dr. Daniels who will do references check and hope to make an offer within the next two to three weeks.

c) Conflict of Interest/Conflict of Commitment

Carole distributed the Conflict of Interest/Conflict of Commitment form for each board member to sign and return.

d) Responsibilities and Expectations

Carole distributed the Responsibilities and Expectations form for each board member to sign and return.

e) AOA Update\

Arnecia gave an update to the group. She and Jaime attended the AOA summer meeting. The transparency bill (SB8) was signed. Arnecia explained what AOA means and its roles. She gave a bit of history about SB8. The bill requires all auxiliaries to be transparent in all they do effective January 1, 2012. There will be a training on Sept. 22 to explain what SB8 means and what will that be when it takes effect.

Arnecia explained that there was other information regarding many topics discussed throughout the summer meeting. They talked about foot washing station and prayer room that was added in a student union because of the number of Muslim students on the campus. One student union converted a janitor closet into the foot washing station. They discussed concepts and trends going on our campuses. The AOA annual conference will be January 8-11, 2012 in San Francisco.

f) Personnel Update

i. Reservations Assistant

Arnecia said that Tanya Slater, our part-time reservations assistants resigned as of August 30, 2011. She decided to focus on her master. We will post the position and start the search.

ii. Graduate Assistant

Carole said that she hired a graduate assistant that will work with her and will gain an overall student union experience. She will assist in developing an audio-visual technician internship, preparing assessments and reports, helping with promotions as well as with the information desk. She will gain knowledge of various student union areas which will provide a good understanding of how student union's operates.

g) ACUI Regional Conference

Carole gave an update to the group regarding the upcoming regional ACUI conference which will be at USC, November 17-19, 2011. Carole will send out a note to all board students to inform them about the conference. If student wants to go, they will need to write a one page essay explaining why they want to attend the conference, how will it be beneficial for them and for the organization. Carole also mentioned that we will not stay at the hotel since it is very close. That will allows us to bring more students if we save on hotel costs.

h) Committee Appointments

Chardae asked that students decided which committee they would like to sit on. Chardae will work hard to stay in communication with all committee chairs so she can stay up to speed on information.

- i. Personnel Committee – Carole  
Barbara, Jessica, Tony, and Sam
- ii. Audit Committee – Mary Ann  
Keyiona
- iii. Budget Committee – Mary Ann  
Scott Coleman
- iv. Facilities Use Committee – Arnecia Bryant  
Mardell, Sam, Scott, Jonathan

## **6) Old Business**

### **a) Universally Accessible Restroom**

Arnecia updated the board regarding the project. The Board approved the budget last year for this program. We have had some delay because it's a long process. We needed to submit the project to DSA (Department of State Architecture) for ADA compliance. Arnecia talked about how other universities have it set up. We will want feedback from them to see how it is working. She also talked about a lactation bench but the price quote came back very high. We will do alternative research in that area. Arnecia said that they are working on a redesign to be more cost effective.

Arnecia talked about men restrooms holders, adding shelf in the men restroom similar to what is in the women restroom to put books and more. Scott brought it up last year and Arnecia was following up on his request and they will research to see what could be done.

Arnecia mentioned that she will update the Board regarding the Universally Accessible Restroom and all its components.

## **7) Sports Club Update**

Carole gave the group an update on how the current two teams (Dance and Cheer) moved to athletics on August 27, 2011. She shared that we will accept new sport club to be created when we received new request.

## **8) Announcements**

Chardae asked everyone to walk around the LSU and makes notes of projects or ideas they would like to work on. She will start a survey with students for things in the facility.

Scott Coleman shared that he was very sick over the summer; he stayed with family out of state. He apologized for not communicating with the board during the summer but he is better now and will make an effort to increase his communication with the board.

Arnecia shared with the group, the renovated Toro Take Out and encourage them to try it out. There are options for ordering. The renovation was done utilizing fundraised money. The LSU and Campus Dining raised funds for construction that will be used for the

following projects: seating replacements, conference room table, surveillance cameras. Arnecia is working with Karen to transfer the money from the fundraised account and put it into the Foundation account.

Arnecia said that they are working on replacing the chairs in the food court. We have two samples chairs to try out which are currently located in the game room.

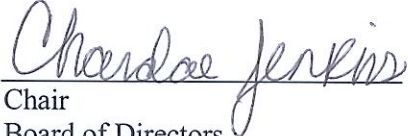
Carole distributed TP Fall calendar and shared that Welcome Week went well during the week.

**9) Adjourn**

The meeting was adjourned at 11:00am by Chair Chardae.

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Approval of the minutes: \_\_\_\_\_ or  
Secretary  
Board of Directors  
Loker University Student Union, Inc.

  
Chair  
Board of Directors  
Loker University Student Union, Inc.

Date of approval: October 7, 2011