

**ASC EXECUTIVE COMMITTEE**

Minutes – Regular Meeting

Via Zoom

November 19, 2020 • 4:00 pm

**Present:** Amir Dabirian, Rosalina Davis, Bob Hall, Theresa Harvey, Danny Kim, Chuck Kissel, Sean Walker.

**Staff:** Kim Ball, Rosario Borromeo, Raul Castaneda, Sydney Dawes, Cindy Dowling, Ann Ehl, Tony Lynch, Hee Joon Kang, Mike Marcinkevicz.

**Guest:** Deborah Diep.

I. CALL TO ORDER

Chair Bob Hall called the meeting to order at 4:10 pm. Quorum was present.

II. APPROVAL OF MINUTES

Ms. Harvey moved, VP Dabirian seconded and motion carried to approve the minutes of the April 30, 2020 ASC Executive Committee meeting.

III. PUBLIC COMMENT

There was no public comment.

IV. EXECUTIVE DIRECTOR & FINANCIAL REPORTS

Mr. Kissel reported that campus is in Phase 3 of its re-entry plan as Orange County is in purple category of COVID infection rate. In response, Titan Shops will remain open at 25% capacity and fulfilling online orders. There has been a substantial impact to Campus Dining, with window pick-up and online orders only for Starbucks Library and Carl's Jr, mitigated by 100% staff furloughs for other operations. ASC property at 1 Banting has been relisted; there has been some interest. If any interest progresses, and in accordance with authorization granted during closed session of the Executive Committee meeting on April 30, 2020, the Executive Director will sell real property on the condition that CSUF President Virjee agrees to the final terms of the sale.

The Single Audit was recently completed with no findings. Previously, the single audit was conducted concurrently with the financial audit, but due to approval requirements from the Board, the financial audit was submitted in September. The single audit has a separate, October deadline and does not require board approval, which gave an extra month to find documents and avoid unnecessary findings. We also continue addressing internal review recommendations and expect to have the majority resolved by December. ASC staff is also participating in the HR DEI training, programs and discussions.

Financially, ASC is managing the pandemic fairly well, particularly compared to our CSU counterparts. We re-projected revenues at \$8M loss for the year. Currently we run at 3%

net income to revenue ratio and are ahead of budget (\$515K) (actual) compared to (\$865K) (budgeted). Administratively, we are missing budget due to cost recovery invoicing from campus of \$180K covering two years that was not budgeted. Properties are coming in ahead of budget with buildings not occupied and savings on utilities. Dining Services is ahead of budget by \$11K and Titan Shops by \$38K ahead of budget.

Mr. Kissel mentioned campus programs are behind \$73K in net income and EIP/UEE is behind by \$90K; both, thus far, have exceeded in their expenses compared to revenues. All in all, ASC's net deficit is (\$467K), with variance of \$133K ahead of budget.

The majority of ASC's Cash and Cash Equivalents is liquid, held in cash, deposited in Local Agency Investment Fund (LAIF) earning 0.62%, and CDs with Edward Jones. Total cash is \$19.7M ending October compared to \$25.8M LY. Typically, ASC's lowest cash position for the year is December; we expect to generate cash through commercial operations in January and December and end the fiscal year with \$1-1.5M cash surplus. ASC carries about \$2.5M in depreciation which is a non-cash expense. Charitable remainder dropped by \$135K upon termination of one charitable remainder trust agreement (Pollack) with ASC and moved funds to Cal State Fullerton Philanthropic Foundation. ASC has one \$141K trust remaining which retires 06/30/21.

V. CLOSED SESSION: EXECUTIVE COMPENSATION

The Executive Committee went into closed session at 4:31 pm. and ended at 4:45 pm. There was no action taken.

VI. ANNOUNCEMENTS

- Board meeting: Thu 12/17/20, 3:00 pm via Zoom
- Executive Comm meeting: Thu 02/25/21, 4:00pm via Zoom

VII. ADJOURNMENT18

Mr. Hall adjourned the meeting at 4:46 pm.

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*Approved by the Executive Committee, May 27, 2021.*



Rosalina Davis, Secretary