

**University Student Union  
California State University, Northridge  
Facilities & Commercial Services Committee  
April 29, 2019  
Regular Meeting Minutes**

**I. Call to Order**

The regular meeting of the Facilities and Commercial Services Committee was called to order at 2:01pm by Chair, Jazmin Hernandez.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Staff</b>	<b>Guests</b>
Jazmin Hernandez (Chair)	Stephanie Barboza (Vice-Chair)	Jimmy Francis	Nick Echeverri
Stephanie Barboza (Vice-Chair)		Jeremy Hamlett	Raymond Jaurez
Sean Haggerty			Shira Brown
Elaine Ruiz			Amy Reichbach
Tia Nalls			Cklara Moradian
Lilly Palafox			

\*Indicates that member/attendee was not present for the entire meeting. Voting tallies may vary.

**III. Open Forum**

N/A

**IV. Approval of Agenda – April 29, 2019**

M/S/P (S. Haggerty/T. Nalls) –Move to approve the agenda for April 29, 2019.

*Motion passed 4-0-0*

**V. Approval of Meeting Minutes – April 8, 2019**

M/S/P (E. Ruiz/S. Haggerty) –Move to approve the minutes from April 8, 2019.

*Motion passed 4-0-0*

**VI. Chair’s Report**

Chair Hernandez thanked the committee members for attending the meeting, and wished everyone good luck on finals.

**VII. Co-Chair’s Report**

N/A

**VIII. Action Items**

**A. Health & Wellness Vending Machine**

R. Juarez introduced himself and described the program and provided an overview of the Memorandum of Agreement (MOA) draft which outlined expectations for all collaborators involved with the project. The MOA will be reviewed on annual basis and is subject to revocation or cancellation if any party in the agreement does not fulfill their obligations. The USU’s role in the agreement is mainly to provide a location and power for the machine.

A discussion ensued and Chair Hernandez confirmed with representatives from the program that prices will vary, but will be as low as possible. Members of the committee also agreed that it was important to keep the machine stocked and full for both aesthetics and availability.

M/S/P (S. Haggerty/L. Palafox) – Move to approve option 1 and add a “Health & Wellness” vending machine in the USU Sol Center 1<sup>st</sup> floor.

*Motion passed 4-0-0*

**IX. Discussion Items**

**A. USU Committee Experience Survey\***

Chair Hernandez requested committee members take time to complete the USU’s committee experience survey at that time. The committee members proceeded to complete the survey.

**X. Announcements**

None provided

**XI. Adjournment**

By general consensus, the regular meeting of the Facilities & Commercial Services Committee was adjourned at 2:18 PM by Chair, Jazmin Hernandez.

Respectfully submitted by,  
Jimmy Francis