

**UNIVERSITY STUDENT UNION  
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
FINANCE COMMITTEE MINUTES  
FRIDAY, MARCH 29, 2024  
MINUTES  
SOL CENTER, EXECUTIVE BOARD ROOM, 3<sup>RD</sup> FLOOR**

**I. Call to Order**

Co-Chair, M. Orantes, called the meeting to order at 9:06 a.m.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Staff/Guests</b>
Mishell De Leon, Committee Co-Chair (voting)	Debra L. Hammond, Executive Director (non-voting)	Gregory Guajardo, Accounting & Finance, SASA II
Dayana Figueroa, Student Committee Member (voting)		Vinnie Mele, Assistant Director, Facilities Maintenance
Joseph Illuminate, Executive Secretary (non-voting)		Hans Weichhart, Director of Production, Younes and Soraya Nazarian Center
Alexandra Martinez, Student Committee Member (voting)		
Luis Olmos,* Student Committee Member (voting)		
Marilyn Orantes, Committee Chair (voting)		
David Ramirez, Student Committee Member (voting)		
Dr. Freddie Sanchez, Assistant VP, Student Affairs, Equity & Inclusion Services (voting)		
Vyom-Vimalkumar Pathak, Student Committee Member (voting)		
Dr. Edith Winterhalter, Associate VP for Budget & Strategic Business Ops, Administration & Finance (voting)		

*\*Louis Olmos arrived at 9:12 a.m.*

**III. Approval of Agenda**

**M/S/P** (V. Pathak/D. Ramirez) Motion to approve the Agenda for March 29, 2024.

***Main Motion approved by General Consensus***

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**IV. Approval of Minutes**

**M/S/P** (D. Ramirez/D. Figueroa) Motion to approve the Minutes for March 15, 2024.

***Main Motion approved by General Consensus***

**V. Chair's Report**

- Chair M. Orantes invited all committee members to share a high and a low of their semester thus far.
- She also shared her experience from attending this years ACUI conference and passed out an information flyer about iLEADS, a leadership development program that student committee members could attend.
- She reported that the Board is enhancing their social media efforts and that committee member, Dayana Figueroa, would be taking some pictures and videos throughout the meeting that the Board could utilize.

**VI. Discussion Items**

**A. 2024-25 Capital Outlay Allocation Proposal Update**

Chair, M. Orantes led the discussion of the update to the 24-25 Capital Outlay Allocation Proposal.

There are total of five items in the Allocation Proposal. The following table lists the total cost and description for each item:

Project No.	Dept No.	Dept Name	Requestor Name	Item Description	Fixed Asset Type	Base Cost	Contingency	Total Cost
1	31072	SRC Intramurals	Demetrius Scott	Games Room Pool Tables	Equipment	\$ 31,624	\$ 3,162	\$ 34,786
2	31075	SRC Aquatics	Ryan Hairapetian	ADA Chair for the Plaza Pool	Equipment	\$ 6,434	\$ 643	\$ 7,077
3	31350	TSS	Alexander Gonzales	Virtual Desktop Infrastructure Storage Upgrade	Computer & Peripherals	\$ 33,071	\$ 3,307	\$ 36,378
4	31600	Marketing	Steven Wein	Permanent large "USU" Letters	Equipment	\$ 19,689	\$ 1,969	\$ 21,658
5	35030	Maintenance	Vinnie Mele	Fire Alarm Monitoring System	Equipment	\$ 77,863	\$ 7,786	\$ 85,649
<b>Total</b>						<b>\$ 168,680</b>	<b>\$ 16,868</b>	<b>\$ 185,548</b>

Since the last committee meeting on March 15, 2024, the Northridge Center (NRC) Lighting Upgrade was transferred from the Capital Outlay Allocation Request to the Major Purchases, Repair, & Replacements Allocation Request because the cost of this upgrade is greater than \$100,000. Any item greater with a cost greater than \$100,000 is defined as a Major Purchase, Repair, or Replacement.

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The total Capital Outlay Allocation Request is now \$185,548.

This item was discussed at the last Finance committee meeting on March 15, 2024.

**B. 2024-25 Major Purchases, Repairs & Replacements Allocation Proposal Update**

Executive Secretary, J. Illuminate led the discussion of the update of the 24-25 Major Purchases, Repairs, & Replacements Allocation Proposal.

There are total of nine items in the Allocation Proposal. The following table lists the total cost and description for each item:

No.	Dept No.	Dept Name	Requestor Name	Item Description	Base Cost	Contingency	Total Cost
1	31071	SRC - Facilities	Rolando Cabral	SRC Field Turf Replacement	\$ 1,328,105	\$ 132,811	\$ 1,460,916
2	35030	Maintenance	Vinnie Mele	Central Plant Chiller 1 Replacement	\$ 918,208	\$ 91,821	1,010,029
3	35030	Maintenance	Vinnie Mele	F-Plant Cooling Towers - Wall Replacement	\$ 750,000	\$ 75,000	825,000
4	35030	Maintenance	Vinnie Mele	Northridge Center (NRC) Partition Replacement	\$ 411,398	\$ 41,140	\$ 452,538
5	35030	Maintenance	Vinnie Mele	Plaza Pool Deck	\$ 100,000	\$ 10,000	\$ 110,000
6	35030	Maintenance	Vinnie Mele	Northridge Center (NRC) Lighting upgrade	\$ 95,000	\$ 9,500	\$ 104,500
7	35030	Maintenance	Vinnie Mele	Energy Management System (EMS) Replacement & Installation	\$ 118,110	\$ 11,811	\$ 129,921
8	33040	Operations	Hans Weichhart	Orchestra & Cloud Replacement	\$ 126,663	\$ 12,666	\$ 139,329
9	35050	USU RES	Chris Jensen	LED Window Displays	\$ 200,000	\$ 20,000	\$ 220,000
<b>Major R&amp;R Total</b>					<b>\$ 4,047,484</b>	<b>\$ 404,748</b>	<b>\$ 4,452,232</b>

Since the last Finance Committee meeting on March 15, 2023, the following revisions have been made to the Major Purchases, Repairs, & Replacements Allocation Proposal:

1. The Northridge Center Lighting Upgrade has been added to Major R&R because the total cost is over \$100,000 when the financial contingency is added to the base cost.
2. A project to replace the Orchestra Shell and Cloud in the Performance del Sol Performance Hall has been added to the Request.
  - o The USU is responsible to fund Major R&R items per the Operating Agreement between the Soraya and the USU if funding is available.
  - o The Soraya is the Operator of the Plaza del Sol Performance Hall.
3. The current Energy Management System (EMS) managed by Siemens Industry, Inc., which controls the Heating, Ventilation, & Air Conditioning system, is obsolete and needs replacement.

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- The EMS replacement offered by Siemens is known as Desigo CC and has proven to be difficult to use. CSUN is using Desigo CC and they have reported that the software is not user-friendly. Desigo CC is proprietary software which means the USU would only be able to use Desigo CC.
- It has proven difficult to obtain timely Siemens technical support.
- The recommended alternative to Desigo CC is the EMS offered by Signet, a company that has been in business for 17 years. Signet uses BACnet software which is not proprietary meaning that the USU can still change the EMS if the Signet EMS is no longer desired.
- Signet has assured the USU it will receive technical support in a timely manner.
- The cost for the installation of the Signet is \$118,110 compared to the \$247,960 installation cost for Desigo CC, which is \$129,850 more than Signet.
- The \$49,800, Signet annual Technical Support Contract would be included as part of the operating budget of the Maintenance department. The cost of the Siemens annual Technical Support Contract is \$87,876, which is \$38,076 more than Signet.

This agenda item was discussed at the previous Finance committee meeting held on March 15, 2024.

**VII. Announcements**

Chair, M. Orantes urged the committee members to support the BOD's social media presence by sending videos of pictures related to their involvement.

**VIII. Adjournment**

The meeting was adjourned by Chair, Marilyn Orantes at 9:48 A.M.

Respectfully Submitted,

Joseph Illuminate  
Associate Director, Accounting & Finance