



## **Minutes of the Special Meeting of the Board of Directors August 24, 2021**

There was no physical location due to Executive Order N-25-20 issued March 17, 2020 relating to the convening of public meetings in response to the COVID-19 pandemic.

### **Attendees**

**Members:** Sarah Villarreal, Leon Wyden, Charles De Leone, Carl Kemnitz, Cynthia Chavez Metoyer, Jason Schreiber, Denise Garcia, Michael Walsh, Ann Bersi, Chris Thibodeau

**Members Absent:** Kristin Stewart, Dylan Crivello

**Staff:** Bella Newberg, Janelle Temnick, Janine Prior, Michelle Hinojosa, Trina Beckwith, Karla Frazee

### **Convening of the Regular Meeting**

A quorum being present, Chair Villarreal called the meeting to order at 9:02 a.m.

### **Closed Session**

*A motion was made and seconded (Wyden/De Leone) to move to a closed session. Motion carried.*

Frazee sent, via email, a separate Zoom link to the Board members, Newberg and Hinojosa.

After adjournment of the Closed Session, the Special Meeting of the Board of Directors convened once again at 9:35 a.m.

### **Action Item**

#### **Telecommuting Policy**

Hinojosa presented a summary of the new Telecommuting Policy and its purpose. Hinojosa reported that the draft policy aligns with a combination of the Chancellor's Office policy, CSUSM campus policy and other CSU auxiliary telecommuting programs and policies.

*A motion was made and seconded (Thibodeau/Bersi) to approve the Telecommuting Policy as presented. Motion carried.*

#### **Executive Director Recruitment Resolution**

Newberg reported that due to her retirement in December 2021, Isaacson Miller has been retained to assist with the recruitment to fill the Executive Director, AVP Business Development position and presented an overview of the timeline and other pertinent details. Newberg reported the new ED, AVP will be an Auxiliary employee. The goal is to have the new person hired by late November. Newberg presented an overview of the resolution, its purpose and Exhibits A & B. Bersi requested a slight revision in the wording under the QUALIFICATIONS heading on Exhibit A to help clarify between what is required and what is preferred.

*A motion was made and seconded (Bersi/Schreiber) to approve the Executive Director Recruitment Resolution as amended. Motion carried.*

**Adjournment of Special Meeting**

There being no further business, Villarreal adjourned the meeting at 9:54 a.m.



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Jason Schreiber  
Secretary

10/01/2021

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Date