



OTTER STUDENT UNION AT CSU MONTEREY BAY
BOARD OF DIRECTORS
ORGANIZATIONAL AND BUSINESS MEETING MINUTES

Thursday, June 1, 2023

6:00 PM - 7:15 PM

via Zoom

<https://csumb.zoom.us/j/88166214067>

I. CALL TO ORDER:

Andres Mena asks for approval to start the meeting.

Nawied Amin motions to start the meeting.

Meeting started at **6:03 PM**.

II. ROLL CALL:

Board Directors:

- a. Andres Mena, Chair, Present
- b. Sean Meeks, Vice Chair, Absent
- c. Dylan Master, Treasurer, Present
- d. Anisha Jadhav, Secretary, Present
- e. David Ledesma, Student, Present
- f. Kassandra Fimbres, Student, Present
- g. Nawied Amin, Student, Present
- h. Patterson Emesibe, Alumni, Present
- i. Babita Gupta, PhD, Faculty, Present
- j. Chris Illig, Community, Present
- k. Jeff Rensel, OSU Director, Present
- l. John Fraire, PhD, Interim VPSA, Present
- m. Rudy Medina, OC3 Director, Present

III. APPROVAL OF AGENDA 2.2.23:

Andres Mena asks for approval for agenda items.

Patterson Emesibe seconds the motion.

Dr. Babita Gupta motions to approve.

Andres Mena approved the motion.

The motion passes 12-0-0 at **6:04 PM**.

IV. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS:

[\(https://csumb.edu/osu/board-directors/agendas-minutes/\)](https://csumb.edu/osu/board-directors/agendas-minutes/)

Dr. Babita Gupta seconds the motion.

Dylan Woodbridge approves the motion.

The motion passes 12-0-0 at **6:05 PM**.

V. BUSINESS ITEMS:

i. Public Forum: Public comment is an opportunity for members of the public to directly address the OSU Board on any item affecting the Otter Student Union organization or our campus community.

No public comments.

ii. Guest Speakers:

- **Introduction of 2023-2024 OSU Board:**
 - Dylan Woodbridge, Chair, Present
 - Jianshan Chen Khalsa, Vice Chair, Present
 - Lesley Solano, Secretary, _____
 - Berenice Lemus, Treasurer, Present
 - Citlaly Jauregui, Student Director, _____
 - Thomas Nigro, Student Director, Present
 - Kassandra Fimbres, Student Director, Present
 - Caleb Hernandez, Student Director, _____
 - Ana Ruiz, Student Director, _____
 - Megan Redican, Student Director, Present
 - Muhammed Ali Ghazali, Student Director, Absent
 - Patterson Emesibe, Alumni Representative, Present
 - Dr. Babita Gupta, Faculty Representative, Present
 - Jenny McAdams, Community Representative, Present

Andres welcomed all the board members and appreciated them.

Dylan Woodbridge, Thomas, Berenice Lemus, Jianshan Khalsa, Jenny McAdams, Megan Redican introduced to the board.

- **International Student Welcome - Fall 2023 (Guest speaker: Mahshid Bozorgnia, International Student Coordinator):**

Guest Speaker- Mahshid Bozorgnia, International student coordinator, presented to the board for the “International Student Welcome- Fall 2023” plans.

Some of the important notes of the presentation includes:

- Their Goal is to have many international students join CSUMB.
- Next semester i.e. in **Fall 2023 semester**, the Online orientation will be conducted online instead of in-person meeting.
- The International students will be **moving-in on August 18**, same as local resident students.

- The **Check-in timings will be from 7 AM to 7 PM**, after that, they can contact **RA on duty** for housing access.
- Assistance provided for mobile SIM card and bank account information during moving-in dates on the information/ helping desks.
- Mahshid presented a **permission request for using OSU Ballroom for the hosting of the international students during the “Fall 2023 semester’s International Student Welcome week”** for moving-dates. To which, Jeff agreed and gave approval for the presented request. And also confirmed that the OSU Ballroom can provide accommodation for a large number of students during moving-in dates.

iii. **New Business:**

- None

iv: **Board Updates:**

- **Art Committee (Dylan/Anisha):**

Re-cap/Recommendations:

- Dylan Masters reported successful acquisition of artists willing to share their art pieces with the OSU Board.
- Dylan Masters and Anisha Jadhav requested new members to take over the Art committee and continue the work of bringing arts and crafts in the OSU Building.
- **Anisha Jadhav** expressed enthusiasm about showcasing her artwork of “**Cute Sea Otters**” in the **OSU Building for display**.
- Anisha's artwork was prominently displayed in the University Center, starting from the President's Investiture Ceremony throughout the entire Spring 2023 semester.
- Anisha expressed her willingness to contribute that same artwork for display in the OSU Building or Office.

- **Budget Committee (Dylan/Jeff):**

Annual Budget Presentation:

- Jeff presented the **Annual Budget (attached) for the OSU Board**, showcasing the **final record for the year 2023-2024** and proposing points of emphasis.
- Some of the points of emphasis included assuming all full-time employee positions are filled and incorporating an increase in revenue and other aspects in the proposed operating budget.
- Jeff shared the OSU Annual Budget 2023-2024 report, providing a comprehensive breakdown of revenue, expenses, and total revenue.

- The **total revenue** amounted to **\$1,727,000**, while the proposed budget was **\$1,485,000**. **Total expenses** were **\$2,095,585**, with a **difference** of **\$368,585**. The **proposed annual expenses budget** was **\$1,823,500**.
- Yolanda commented on the displayed numbers in the report, prompting Jeff to explain that enrollment plays a vital role in generating revenue.
- Jeff called for a motion to pass the annual budget for the academic year 2023-2024.
- Nawied made the motion, which was then approved by Dr. Babita Gupta.
- Andres officially passed the motion 12-0-0 at **6:37 PM**.

Reserve Fund establishment:

- Request for the board to appropriate **\$75K** in accordance with the [OSU Reserve Policy](#) for the **Operating Reserve Fund**:
 - Jeff presented the 'Reserve policy' to the board, which encompassed details about reserves, appropriations of reserves account, uses of reserves, and the policy itself.
 - **Jeff requested \$75K in alignment with the OSU Reserve Policy for the Operating Reserve Fund.**
 - David made the motion to approve the request.
 - Patterson seconded the motion.
 - There were no opposing votes.
 - Andres officially passed the motion 12-0-0 at **6:40 PM**.

- **Policy & Procedure Committee:**

Posting Policy (vote):

- Jeff presented the draft policy document (attached) regarding operating hours, posting, and use of space after hours, which included detailed information about the policy itself, posting guidelines, breakdown of building extension hours, handling special circumstances, and additional recommendations.
- Jeff requested a motion to pass the policy.
- Dylan made the motion to approve the policy.
- Nawied seconded the motion.
- There were no opposing votes.
- Andres officially passed the motion 12-0-0 at **6:43 PM**.

Conflict of Interest Certification (vote):

- Jeff presented the updated Conflict of Interest Certification (attached) item related to a form that required signatures from board members. He highlighted that while the form was signed by

board members last year, it has undergone changes and updates this year. Emphasizing the importance of the form, Jeff mentioned that all new board members would need to sign it. The agreement aligns with the guidelines set forth by the OSU Board of Directors.

- Patterson made the motion to proceed with the signing of the form.
- David seconded the motion.
- There were no opposing votes.
- The motion was successfully passed 12-0-0 at **6:45 PM**.

OSU Exec Board Duties (vote):

- Jeff presented the document (attached) outlining the duties of the OSU Board of Directors (BOD).
- Andres thoroughly reviewed the document and discussed the roles and responsibilities of the Executive BOARD members.
- He highlighted the updates regarding the OSU Board Officers, who would be designated as an Associated Students liaison each year. The liaison role would be appointed to represent the diverse interests of both OSU and Associated Students. The liaison would attend relevant meetings, serve on the AS Election Committee, advocate for student interests on behalf of OSU, and contribute to the functioning of the OSU Board.
- Andres called for motions.
- Dylan Woodbridge made the motion.
- Nawied seconded the motion.
- The motion was passed 12-0-0 at **6:50 PM**.

- **Suggestion Box Review (Kassandra Fimbres/Exec Board):**

Kassandra Fimbres informed me that she didn't have any current updates as she was away from campus.

Andres brought up the suggestion box used by the OSU BOD to gather recommendations and suggestions from students on campus.

VI. OSU UPDATES:

- **Jeff Rensel, Otter Student Union Director**
- Jeff expressed his gratitude to all the OSU BOD members for their exceptional work and contributions.
- He gave special thanks to the OC3 board members for successfully organizing 9 affinity stole ceremonies in the Spring 2023 semester.
- **Dr. John Fraire, Interim VPSA**
- Dr. Fraire announced that it was his final meeting with the OSU BOD as his contract was coming to an end.

- He congratulated and thanked everyone for their dedication and contributions to the organization.

VII. OC3 UPDATES:

Rudy Medina, Phd, Otter Cross Cultural Center Director

- Rudy expressed his gratitude to Dr. Fraire for allowing him to be a part of the board.
- He shared that the Otter ceremonies had a significant increase in attendance, with **2000 guests** throughout the events, surpassing the numbers from the previous year.
- Rudy noted that the president was present at each ceremony, making them even more special.
- He mentioned that the team is currently finalizing their report for this year's activities and has already begun planning for the upcoming year.
- Rudy encouraged everyone to provide any comments, suggestions, or recommendations by emailing him directly.

VIII. ANNOUNCEMENTS:

i. Board Thank you, Video Highlight, Address request:

- Jeff expressed sincere gratitude for the contributions and hard work of all OSU BOD members.
- He acknowledged and appreciated each individual's dedication and efforts.
- Jeff highlighted the formation of the art committee and budget committee during this year, considering it a significant accomplishment.
- Andres conveyed a message of gratitude to everyone, reflecting on the successful hosting of numerous events, with over **350 events** arranged thus far in the year.
- He mentioned the achievement of reaching **3000 followers on Instagram** and noted the consistent increase in attendance for each event, emphasizing the positive impact and growth.
- Andres mentioned that **OSU has reached 3010 followers**, while **AS is at 2999 on Instagram**, highlighting the strong social media presence.
- Jeff mentioned the generous distribution of over **1700 tickets for Monterey Bay Aquarium passes**, enabling many individuals to enjoy the experience.
- He also observed an increase in the number of visitors to the OSU Building on campus, indicating a positive trend.
- Jeff shared an **End of Year Recap video** with the board.
- Patterson suggested sharing the video on MyRaft, to which Karina responded that she plans to post the video on Instagram the following day for wider audience reach and success.
- Jeff expressed excitement about welcoming new members to the board, indicating the enthusiasm within the team.

IX. ADJOURN:

Andres Mena motions to adjourn the meeting.

Nawied Amin approved the motion. Chris Illig seconded the motion.

Meeting adjourned at **7:16 PM**.

*Electronic submissions of agenda items:

- Email Secretary at secretary@otterstudentunion.org
- Include in the subject line "OSU Agenda Item"
- Provide title for the agenda item
- Provide a brief description of the agenda item
- Provide the name of the individual who will present the agenda item or a designated appointee
- If applicable, provide an attached written proposal for the item

Legal Compliances Notices:

In compliance with the *Gloria Romero Open Meetings Act of 2000, California Education Code 89306.*(a) (1), any member of the campus community or public shall have the ability to directly address the OSU Board on any item on the agenda. Participation beyond addressing the committee more than once may be regulated if necessary in the interest of time.

In compliance with the American with Disabilities Act (ADA) of 1990 (42 U.S.C. Sec. 12132), if individuals need special assistance to access the OSU Board of Directors Meeting location or otherwise participate in the meeting, including auxiliary aids or services, please contact the Secretary at secretary@otterstudentunion.org. Notification at least forty-eight (48) hours prior to the meeting will enable the OSU Board of Directors to make reasonable arrangements to ensure accessibility to the meeting.

In compliance with the *California Public Records Act aka CPRA (California Government Code 6250-6270)*, this agenda packet and all meeting materials distributed during this public meeting shall be made available upon request and if requested, in an appropriate alternate format to accommodate a person with a disability.

DATE: June 1, 2023

TO: OSU Board of Directors

FR: Jeff Rensel, Director, Otter Student Union
Dylan Masters, OSU Board Treasurer

CC: Glen Nelson, VP of Administration & Finance/Chief Financial Officer
John Fraire, Interim VP of Student Affairs and Enrollment Management

RE: OSU 2023-2024 Budget

Consistent with the OSU at CSU Monterey Bay Bylaws, Article 4, §4.1(c) and Article 5, §5.4, the OSU Board Budget committee would like to propose the following budget for the fiscal year 2023-2024 as follows:

The Otter Student Union (OSU) Budget draft for 2023-2024 consists of an Operating Budget composed of three columns: the 2022-2023 Budget, projected 2022-23 Actuals, and proposed 2023-24 Budget. These comparisons have been provided to facilitate your review and approval. The OSU operates as an auxiliary in good standing within the CSU system and operates solely for the benefit of California State University, Monterey Bay.

The OSU Board of Directors is charged with reviewing and approving the annual budget in accordance with university procedures at the Annual Board meeting. We value your input and involvement in developing the 2023-2024 budget.

Points of emphasis for the 2023-2024 proposed budget include:

- The proposed budget assumes a net revenue from student union fees with scheduled OSU construction bond payment and associated fees assessed/administered.
- The proposed budget assumes that all full-time employee positions are filled.
- The proposed operating budget includes an increase to both revenue and expenses as CSUMB is assumed to operate in-person for the full academic year.
- The target minimum Operating Reserve Fund is equal to one month of operating expenses. (Otter Student Union Policy Manual, Section no. 02, document no. 292618, Reserves Policy)
- The OSU currently has an account balance of \$1,756,685.74. These funds are intended to cover cash flow, operational needs, long-term facility planning, capital projects and deferred maintenance.

**Otter Student Union
Annual Budget
2023-2024**

	Budget 22-23	Projected Actuals 22-23	Proposed Budget 23-24
Revenue			
Student Union Fees (after 4% charge/fees)	\$1,505,000	\$1,031,653	\$1,100,000*
Meeting Room/AV Rentals & Fees	\$57,000	\$78,000	\$65,000
Tenant Lease (Dining/Campus Store)	\$120,000	\$120,000	\$120,000
Utility/Waste Recovery	\$45,000	\$184,000	\$180,000
	<hr/>	<hr/>	
Total Revenue	\$1,727,000	\$1,413,653	\$1,465,000
			*awaiting enrollment #s
Expenses			
Services			
Payroll/Benefits	\$1,400,000	\$935,000	\$1,100,000
Operations			
Facility Utilities	\$194,000	\$206,000	\$210,000
Contractual Services	\$110,000	\$95,000	\$110,000
Maintenance Contracts	\$10,000	\$10,435	\$10,000
Custodial Contracts	\$130,000	\$125,000	\$130,000
Administrative			
Printing	\$1,500	\$600	\$1,000
Supplies	\$20,000	\$20,000	\$20,000
Non-Capital Equipment	\$10,000	\$13,944	\$15,000
Uniforms/Branding	\$10,000	\$4,879	\$8,000
Advertising/Promotion	\$6,000	\$2,977	\$6,000
Hospitality	\$9,000	\$8,419	\$10,000
Memberships/Subscriptions	\$5,000	\$3,679	\$4,000
Admin Expense	\$60,000	\$59,669	\$60,000
Professional Development	\$7,000	\$5,414	\$7,000
Travel	\$22,000	\$13,479	\$15,000
Accounting/Audit Fees	\$12,000	\$13,900	\$14,000
Insurance Premium	\$84,765	\$97,145	\$100,000
Employee Recruitment	\$2,000	\$861	\$1,200
Interfund Pension Loan Repay	\$2,300	\$2,300	\$2,300
Reserve Fund	\$0	\$0	\$0
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Total Expenses	\$2,095,565	\$1,618,701	\$1,823,500
Difference	-\$368,565	-\$205,048	-\$358,500

SECTION: **POLICY - OPERATING HOURS, POSTING, USE OF SPACE AFTER HOURS**
SUBJECT: Otter Student Union hours, posting, and after hours utilization

EFFECTIVE DATE: June 1, 2023

HISTORICAL: Feb. 27, 2019

OPERATING HOURS, POSTING, USE OF SPACE AFTER HOURS

I. PURPOSE

The purpose of this policy is to provide students, faculty, staff, alumni and community members with convenient and safe access to Otter Student Union facilities, in support of academic use, student programs and activities.

II. POLICY

a. Operating Hours

- i. Operating hours are to be displayed on Otter Student Union facilities
- ii. All hours are subject to change per discretion of Otter Student Union

b. Posting

- i. Approvals for posting in predetermined locations in the OSU are provided by Otter Student Union staff through the OSU Administrative Office, Room 306, Monday-Friday, 9am - 5pm.
- ii. All printed materials to be distributed or posted must list sponsoring organization(s), group, committee, or department.
- iii. All postings in the Otter Student Union must follow [CSUMB's Time, Place and Manner Requirements](#) as outlined by the university.
- ~~iv. Postings must include the following: who, what, where, date, and time~~
- ~~v. Postings are to be turned in to info desk for review~~
- ~~vi. Staff initials the date on postings~~
- ~~vii. Staff are responsible for rotating postings~~
- ~~viii. All posters, flyers, and signs may be posted for a maximum of 30 days. See Time, Place, and Manner Policy.~~

c. Use of Space After Hours

- i. Extended building hours
 1. Facility reservations are scheduled during posted hours of operation.
 2. Reservations which require access to the building beyond the posted hours of operation require a request ~~two~~ ~~four~~ weeks prior to the event and will require a fee if the event can be accommodated. Hours of the building may change based on campus holidays and/or breaks; this may include summer break, winter break and spring break.

3. Special circumstances
 - a. Special events, weekend classes or other such events that occur outside these hours are allowed, provided they have been approved by the appropriate point of contact.
 - ii. Building hours may be adjusted based on unexpected university closure.

OTTER STUDENT UNION

SECTION NO. 04

POLICY MANUAL DOCUMENT NO. 412717

SECTION: **POLICY - CONFLICT OF INTEREST CERTIFICATION**

SUBJECT:

PURPOSE: To restate statutory standards of conduct applicable to the Board members, and to establish a policy framework of parallel standards for volunteers, employees and other representatives of the organization.

EFFECTIVE DATE: June 1, 2023

HISTORICAL: December 7, 2017

OTTER STUDENT UNION (OSU) BOARD OF DIRECTORS
Conflict of Interest Certification

As a matter of public trust, the Otter Student Union avoids conflicts of interest. In addition, as a California State University Auxiliary Organization, the Otter Student Union is subject to provisions of the California State Education Code, California State University policies, and its own bylaws and policies regarding conflicts of interest.

Section 6.1 of the California State University Compilation of Policies and Procedures for Auxiliary Organizations refers to the conflict of interest policy contained in the California Education Code, Section 89906 which states that:

“No member of the governing board of an auxiliary organization shall be financially interested in any contract or other transaction entered into by the board of which he is a member, and any contract or transaction entered into in violation of this section is void.”

Section 9.1 of the OSU Board of Directors bylaws states that:

(a) No Director of the Board, including Officers, of OSU, nor any other corporation, firm, association, or other entity in which one or more of OSU's Directors of the Board are directors or have a material financial interest, shall be interested, directly or indirectly, in any contract or other transaction with OSU, unless (i) the material facts regarding such Director's or Officer's financial interest in such contract or transaction and/or regarding such common directorship, officership, or financial interest are fully disclosed in good

faith and are noted in the minutes, or are known to all Directors of the Board prior to consideration by the Board of such contract or transaction; (ii) such contract or transaction is authorized in good faith by a majority of the Board by a vote sufficient for that purpose without counting the vote or votes of such interested Director(s) of the Board; (iii) prior to authorizing or approving the transaction, the Board considers and in good faith determines after reasonable investigation under the circumstances that OSU could not obtain a more advantageous arrangement with reasonable effort under the circumstances; and (iv) OSU enters into the transaction for its own benefit, and the transaction is fair and reasonable to OSU at the time the transaction is entered into.

(b) The provisions of this Section do not apply to a transaction which is part of an educational or charitable program of OSU if it: (i) is approved or authorized by OSU in good faith and without unjustified favoritism; and (ii) results in a benefit to one or more Directors of the Board, including Officers or their families because they are in the class of persons intended to be benefited by the educational or charitable program of OSU.

Section 9.2 of the OSU Board of Directors bylaws states that:

“OSU shall not make any loan of money or property to or guarantee the obligation of any Director of the Board, including Officers, unless approved by the Attorney General of the State of California; provided, however, that OSU may advance money to a Director of the Board of OSU for expenses reasonably anticipated to be incurred in the performance of the duties of such Director of the Board, provided that in the absence of such advance such Director of the Board would be entitled to be reimbursed for such expenses by OSU.”

Section 9.3 of the OSU Board of Directors bylaws states that:

“Except as otherwise authorized by action of the Board, no Director of the Board or agent of OSU may enter into any contract, or execute or endorse any instrument in the name of, or on behalf of, OSU. This restriction shall not be construed to limit the authority of authorized officers or agents of OSU to make or enter into contracts, agreements or expenditures for the maintenance and operation of OSU when previously authorized by the Board or a designee.”

Further, California Education Code Section 89909 states that:

“It is unlawful for any person to utilize any information, not a matter of public record, which is received by him by reason of his membership on the governing board of an auxiliary organization, for personal pecuniary gain, regardless of whether he is or is not a member of the governing board at the time such gain is realized.”

The following relationships and circumstances are specifically prohibited:

(i) Any contract, other than an employment contract, directly between the Otter Student Union and a Director, (ii) Any contract between the Otter Student Union and a

partnership or unincorporated association in which a Director is a partner, owner, or holder, directly or indirectly, of a proprietorship interest, (iii) Any contract between the Otter Student Union and a for-profit corporation in which a Director is the owner or holder, directly or indirectly, of five percent or more of the outstanding equity stock, (iv) A Director who is interested in a contract or transaction who influences or attempts to influence another Director to enter into the contract or transaction without first disclosing such interest to the OSU Board of Directors at a public meeting of the board

The OSU Board **Conflict of Interest Policy** is listed as **Section No. 02, Policy Manual Document No. 151817**. Members of the Board are required at least annually to acknowledge in writing their acceptance of these requirements and to disclose any potential conflicts of interest.

Otter Student Union, Conflict of Interest Disclosure Statement

By signing below, I affirm that:

- I have received and read a copy of the Conflict of Interest Policy;
- I agree to comply with the policy;
- I have no actual or potential conflicts as defined by the policy or if I have, I have previously disclosed them as required by the policy or am disclosing them below.

Disclose here, to the best of your knowledge:

- any entity in which you participate (as a director, officer, employee, owner, or member) with which the OSU/Corporation has a relationship;
- any transaction in which the OSU/Corporation is a participant as to which you might have a conflicting interest; and
- any other situation which may pose a conflict of interest.

Board Member Name (Printed)

Date

Board Member Signature

OSU Exec Board Duties

Section 6.7 Responsibilities of Officers

(a) Chair. The Chair (Chair of the Board of Directors) shall have powers and duties as prescribed in writing by the Board of Directors or these Bylaws. The Chair shall be responsible to the Board of Directors, shall see that the Board is advised on all significant matters of OSU's business, and shall see that all orders and resolutions of the Board are carried into effect. The Chair shall be empowered to act, speak for, or otherwise represent OSU between meetings of

the Board within the boundaries of policies and purposes established by the Board and as set forth in the Articles of Incorporation and these Bylaws. The Chair shall be responsible for keeping the Board informed on staff performance, progress on program objectives, and for implementing any policies adopted by the Board.

(b) Vice-Chair. The Vice-Chair serves as Chair in the Chair's absence. Preside over meetings of OSU BOD according to accepted Robert's Rules of order for purposes of encouraging all members to participate and arrive at decisions in an orderly, timely, and democratic matter. Be the primary source of contact with the community. Chair additional committees as needed. Take responsibilities of the other officers in their absence. Be familiar with current OSU BOD governing documents in order to assist and direct the Board. Performs other duties as may be assigned by the Board of Directors.

(c) Secretary. The Secretary shall attend to the following: (i) Book of Minutes. The Secretary shall keep or cause to be kept, at the principal executive office or such other place as the Board of Directors may direct, a book of minutes of all meetings and actions of Directors of the Board and committees of Directors of the Board, with the time and place of holding regular and special meetings, and if special, how authorized, the notice given, the names of those present at such meetings, and the proceedings of such meetings. (ii) Notices and Other Duties. The Secretary shall give, or cause to be given, notice of all meetings of the Board of Directors required by the Bylaws to be given. The Secretary shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or the Bylaws.

(d) Treasurer. The Treasurer shall cause to be kept and maintained adequate and correct books and records of accounts of the properties and business transactions of OSU, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, and other matters customarily included in financial statements. The books of account shall be open to inspection by any Director of the Board at all reasonable times. The treasurer shall be a part of the Financial Audit Committee and the Budget Committee for the Board of Directors. The treasurer must keep the Board of Directors fully apprised of audit program policy issues and program performance. The treasurer shall participate in the financial audit for the Board of Directors. The Treasurer may perform additional duties as assigned by the Board of Directors.

(e) OSU Officers shall function with each other and with the OSU Director collaboratively to achieve the purposes and objectives of the Corporation in an effective manner.

(f) An OSU Board officer shall be designated as an Associated Students (AS) liaison each year. The liaison role is appointed to represent the varying interests of the Otter Student Union and Associated Students. The liaison shall attend relevant meetings and represent the OSU on the AS Election committee, advocating for student interests on behalf of the OSU, and helping to keep the OSU Board apprised of student-related initiatives, programs, and activities.

Section 6.8 Responsibilities of Student Directors (non officers)

(a) Student Directors. Student directors are responsible for representing the interests of the student body to the university administration and to the public. Attend OSU board meetings and participate in assigned committees as determined by the board. Represent, speak out and advocate on behalf of students and their needs and interests.