MINUTES

BEACH SHOPS

BOARD OF DIRECTORS MEETING

Friday, May 8, 2026 – Corporate Conference Rooms

Members Present:

Dr. Beth Lesen	Milton Ordoñez	Dr. Nancy Dayne	Dr. Virginia Gray
Andre Achacon	Sonny Ciampa	Shelton King, Jr	Kim Nguyen

Absent: Scott Apel

Staff Present:

Andrew Kerr, Chief Financial Officer	Jordan Eres, Chief of Staff
Marianne Russo, Board Administrator	Rosa Hernandez, Chief Human Resources Officer
Tom Collier, Beach Shops Controller	Cyndi Farrington, Chief Business Officer
Idris Aydin, Director of Finance, ASI	Kristy Nguyen, Budget & Finance Manager

Guest(s): Samantha Valdez, incoming ASI Student Executive Vice-President for 2025-2026

A. Call to Order:

The meeting was called to order at 10:06 a.m. by Dr. Beth Lesen, Chair.

B. Approval of the Agenda: May 8, 2026

Motion to accept the Agenda as presented

M/S Mr. King / Mr. Ordoñez

By acclamation the minutes of May 8, 2026, were approved as presented.

C. Approval of Minutes: April 24, 2026

Motion to accept the Minutes as presented

M/S Mr. King / Mr. Ordoñez

By acclamation the minutes of April 24, 2026, were approved as presented.

D. Public Comment:

- There was no public comment given.

E. Board Chair's Report

- Conflict of Interest Form:
  - Ms. Hernandez and Mr. Eres explained the purpose of our Beach Shops' Board Conflict of Interest form along with how it is required to be reviewed and signed annually by all Board members and maintained on file for official recordkeeping purposes.
- Board Calendar
  - The Board Calendar for 2026-2027 was reviewed and any schedule/conflict issues can be sent to Ms. Russo, Ms. Butt, or Dr. Nevin for review.

- Board Role Officer Assignments
  - It was decided that the Board Role Officer assignments would remain the same for the upcoming year:
    - Chair: Dr. Beth Lesen
    - Vice-Chair: Mr. Scott Apel
    - Secretary: Dr. Miles Nevin
  - For the Treasurer position, Mr. Ordoñez was asked if he would be willing to carry on this role for next year and he agreed that he would be interested in maintaining this role.

Motion to approve Mr. Milton Ordoñez as the Treasurer Officer for 2026-2027

M/S Mr. Ciampa / Mr. Achacon

By acclamation Mr. Ordoñez is confirmed as the Board Treasurer

- Board Committee Chairs & Membership
  - The Board Committee breakdown was sent to the Board members for their review with an explanation of each committee and the time commitment needed for each meeting.
    - The Board discussed the respective sub-committees and determined the following assignments:
      - Audit Committee
        1) Chair: James Ahumada
        2) Vice-Chair: Milton Ordoñez
        3) Dr. Virginia Gray
      - F&I Committee
        1) Chair: Scott Apel
        2) Vice-Chair: Itzel Huerta
        3) Milton Ordoñez
        4) Andre Achacon
      - Nominating Committee:
        1) Chair: Dr. Beth Lesen
        2) Vice-Chair: Dr. Nancy Dayne
        3) Samantha Valdez
      - Personnel Committee
        1) Chair: Scott Apel
        2) Vice-Chair: Dr. Beth Lesen
        3) Sonny Ciampa
- Campus Updates
  - Dr. Lesen reported that a large-scale cybersecurity breach has disrupted Canvas, rendering the platform unsafe and unavailable and stated that the campus is prioritizing system security, taking necessary measures to ensure the platform is fully safe before restoring access while faculty will coordinate with students to continue coursework and final assessments.

F. F & I Committee Report

- Mr. Kerr presented the Beach Shops 2026–27 budget, previously approved by the Finance & Investment Committee on May 4th, that highlighted strong financial performance, strategic investment, and continued growth to support enhanced student services and long-term organizational stability.

  - We're projecting solid revenue growth and positive net income through disciplined cost management and sustainable expansion, supported by key drivers such as expanded residential dining, new and renovated facilities, continued D1TA program growth, and sustained strength across retail, convenience, and athletics partnerships
- The capital expenditure plan reflects a strategic, phased approach that prioritizes critical facility upgrades and student-facing improvement, such as infrastructure, HVAC, and dining enhancements, while maintaining financial flexibility, with select large-scale projects intentionally structured over two years to effectively manage their scope and ensure successful execution.
- Mr. Kerr concluded by providing an overview of our current Board Reserve Policy, outlining the Board-designated fund that included required reserves such as working capital and emergency funds, as well as additional allocations and considerations related to debt and fiduciary responsibilities.

Motion to approve the 2026-2027 Budget including operational projections, capital expenditures and reserve designations as per the Board Reserve Policy.

M/S Mr. Nguyen / Mr. Achacon

By acclamation the FY 2026-2027 Beach Shops' Budget was hereby approved

G. Executive Director's Report

- Mr. Eres discussed that the Shops had recently been through a Chancellor's audit and one of the findings was that all policies that have been created or revised need to be brought to the Board for their review and approval moving forward.
  - As such, there were some recent policies that have been put together and/or revised that we were bringing forward for the Board to review, discuss and hopefully approve which included the following:
    - ➢ Our Fixed Assets Policy contained changes to the Beach Shops' name and scope of the policy along with content edits that will align this policy better to the CSU and ASI policies.

Motion to approve the revisions to the Fixed Asset Policy

M/S Mr. Ciampa / Mr. Achacon

By acclamation the Fixed Asset Policy was approved.

- ➢ The Petty Cash Policy was updated to reflect the Beach Shops' name and now includes a specific timeline for internal petty cash audits.

Motion to approve the revisions to the Petty Cash Policy

M/S Mr. Ciampa / Mr. Ordoñez

By acclamation the Petty Cash Policy was approved.

- ➢ Then Bank Reconciliations Policy is a new policy which establishes a standardized procedure for the preparation, review and resolution of bank reconciliations.

Motion to approve the revisions to new Bank Reconciliations Policy

M/S Ms. Nguyen / Mr. Achacon

By acclamation the Bank Reconciliations Policy was approved.

- Ms. Hernandez stated that our Beach Shops' CalPERS contract will need to be updated to formally include the PEPRA program that has been in effect since 2013.
  - She explained that in order to do this the Board will need to adopt and sign a Resolution of Intent to amend this contract so that CalPERS can process this resolution and produce finalized amended contract language which will be brought back to the Board to accept and formally approve moving forward.

Motion to adopt and approve the Resolution of Intent that will amend the current language of our CalPERS contract

M/S Mr. Ciampa / Mr. Ordoñez

By acclamation the Resolution of Intent was approved to amend, sign and send to CalPERS to formally update the contract

- Beach Shops leadership would like to schedule additional meetings over the next few months, in June and July, so that we can continue presenting policies for the Board's review and approval before the start of the fall semester.

H. Adjournment

There being no further business, the meeting was adjourned at 11:24 a.m.