



Cal Maritime Corporation Board Meeting Minutes
Conference Call
Thursday, July 29, 2021

Attendees	T. Cropper, F. Lozano, M. Goodrich, M. Rodgers, L. Bienati, R. Joseph
Absent	G. Benton
Guest	C. Beard

I. Chairman of the Board

- A. Called to Order at 3:00 pm
- B. Approval of Previous Minutes March 18, 2021
 GOODRICH MOVED TO APPROVE MINUTES AS PRESENTED. ALL IN FAVOR. NONE OPPOSED.
- C. Chairman’s Comments – Cal Maritime Corporation Updates
 - 1. Accounting Department is in the process of moving Enterprise Services Funds into Cal Maritime Corporation funds as well as creating Chartfield for CMC.
 - 2. Post COVID environment now beginning Fall 2021; Housing will be double occupancy, Dining Center will continue to have the Market Place and will be in person dining serving breakfast, lunch and dinner.

II. Governance

- A. Franz opened the discussion of expanding the Board. Cal Maritime Corporation will go from 7 directors to up to 10 directors and will serve at a limited time frame. Time frame for chair to be decided and will be included when creating CMC’s policies and procedure. Also discussed was the importance of the expectations, competency of the members and the importance of recruiting members who will effectively generate revenue for the corporation. Language in the Bylaws will be changing and updated. Document to be sent out as soon as they are available.
 MOTION TO APPROVE. ALL IN FAVOR. NONE OPPOSED. MOTION PASSED
- B. Mark opened the discussion of the creation of the committees. He suggests Governance and Finance/Investment Committee. CSU does have standard committees in all the 501 C 3’s: External Relations Committee, Audit Committee, Finance Committee and Governance Committee. Mike Rogers suggests from a management’s perspective to have an Executive Committee like the Foundation. This committee is made up of the committee chairs that allows the chairperson to keep track at a higher level. Each chair will have to be accountable for progress and overall goals and objectives of the corporation. Larry suggests all committees to be effective and populated appropriately.

MOTION TO CREATE THE FOLLOWING COMMITTEES: EXECUTIVE COMMITTEE, GOVERNANCE COMMITTEE, FINANCE/INVESTMENT COMMITTEE, AUDIT COMMITTEE, and EXTERNAL RELATIONS /BUSINESS DEVELOPMENT COMMITTEE.

MOTION TO APPROVE. ALL IN FAVOR. NONE OPPOSED. MOTION PASSED.

III. New Business

- A. MOU with Campus document to be more specific and detailed will be provided at the next meeting in October.
- B. RFP for Custodial/Maintenance of buildings including; Housing, Dining Center, Rizza Auditorium, Bookstore and set up clean up for Conference & Events. Operations only to have staffing to allow for flexibility. Document to Bid for position to be available in October
- C. MOTION: TO CONSENT TO GIVE MARK GOODRICH APPROVAL OF UP TO \$400,000. ANYTHING OVER \$400,000 WILL NEED CONSENT/SIGNATURE FROM CHAIR OF THE FINANCE COMMITTEE.

MOTION TO APPROVE. ALL IN FAVOR. NONE OPPOSED. MOTION PASSED.

MOTION: TO CONSENT TO PROCUREMENT DIRECTOR LORRIE DINEEN-THACKERAY TO ISSUE PURCHASE ORDERS ON BEHALF OF CAL MARITIME CORPORATION WITH MARKS APPROVAL.

MOTION TO APPROVE. ALL IN FAVOR. NONE OPPOSED. MOTION PASSED.

IV. Announcement

- A. San Francisco State's Corporation representative to give a Presentation on their On-Boarding Process.
- B. One Drive or Share Point Folders Protected site to have all documents readily accessible to all board members.
- C. Next meeting – October 21, 2021 3:00-4:00 pm will be in person. Zoom will be available for those who are unable to come to campus.

VI. Adjournment

- A. Cal Maritime Board Meeting Adjourned at 3:42pm.