



## MEMORANDUM

DATE: June 28, 2023  
TO: Campus Community  
FROM: CSU San Marcos Foundation Board of Directors  
SUBJECT: Amendment to the March 17, 2021 Public Attendance at Board Meetings Memorandum

Pursuant to California Education Code 89920-28, the California State University San Marcos Foundation Board establishes the following protocol for public attendance at meetings of the CSUSM Foundation Board of Directors:

1. Members of the public (excepting agenda-topic presenters) attending a meeting should arrive early and introduce themselves to Foundation staff before the meeting convenes.
2. Those wishing to attend and comment on a Foundation matter or agenda topic should contact Foundation staff for a *Comment Request Slip* to be completed and returned to the Board Secretary. Comment requests are encouraged to be submitted one week in advance of the meeting date.
3. The Chair will call upon those requesting to comment during a Comment Period.
4. Comments shall be limited to one (1) minute. A meeting held by remote means requires those called upon for comment to activate both audio and video features of the connection.
5. The Board may or may not respond to comments.
6. Advanced expressed written consent of the Board is required to record video or audio in the meeting – one week prior to the meeting.
7. Contact Foundation staff at [foundation@CSUSM.edu](mailto:foundation@CSUSM.edu) to request a Comment Request Slip.

Steven P. Wagner

Steven P. Wagner (Jun 28, 2023 17:04 PDT)

Steven P. Wagner  
Chair of the Board

Jessica Berger

Jessica M. Berger  
Executive Director

May 24, 2023 – amended March 17, 2021 memorandum to allow for one (1) minute for public comment.



Executive Committee Meeting

AGENDA

Tuesday, November 28 from 12:00 noon to 1:00 pm  
Extended optional 1:00 – 2:00 pm for Giving Day support in-person  
Hybrid Meeting

**Call to Order – Committee Chair, Emilie Hersh**

**I. Public Comment – Chair Hersh**

**II. Welcome – Chair Hersh**

**III. Approval of Minutes – Chair Hersh**

- A. September 6, 2023 ~ Executive Committee Meeting Minutes (attached)

**IV. Committee Updates – Chair Hersh**

- A. Audit Committee – *Kyle Casement*  
B. Governance Committee – *Simon Kuo*  
C. Campaign Committee – *Nathaniel Keifer-Wheals*  
D. Finance & Investment Committee – *Taylor Sutherland*  
    i. Investment Performance and Financial Statements  
    ii. Environmental, Social and Governance Survey Update  
    iii. Addendum to Gift Fee Policy (attachment)  
E. Advocacy Committee – *Lou Monville*

**V. Annual Commitment Form – Chair Hersh**

- A. Foundation Board Director Philanthropic Expectation

**VI. University Advancement Updates – Jessica Berger**

- A. Fundraising Update  
    1. Quarterly Report as of September 30, 2023 (attachment)  
B. Campaign Planning

**VII. Foundation – Jessica Berger**

- A. Meeting scheduled for December 13  
    1. Hybrid Business Meeting: Kellogg Library's Reading Room and Zoom  
    2. President's Update  
    3. Highlights of the Agenda

**Executive Committee Meeting Dates:**

- Wednesday, March 6 from 12 noon – 1 pm (virtual)
- Wednesday, May 29 from 12 noon – 1 pm (virtual)
- Wednesday, September 4 from 12 noon – 1 pm (virtual)
- Tuesday, December 3 from 12 noon – 1 pm, extended optional 1:00 – 2:30 pm for Giving Day support (lunch provided) (in-person)