

**ASSOCIATED STUDENTS, INC.**  
California State University, San Bernardino  
5500 University Parkway  
San Bernardino, CA 92407

**BOARD OF DIRECTORS  
AGENDA**

April 24, 2026  
12:00 p.m.

Santos Manuel Student Union North  
Student Chambers – 3305

Zoom Option: <https://csusb.zoom.us/j/87625480894>

**Call to Order**

**Roll Call**

**Approval of Minutes**

**Adoption of Agenda**

**Executive Officer Reports (2 minutes/speaker)**

**Executive Director Report**

**ASI Committees Reports (2 minutes/speaker)**

**Open Forum (5 minutes/speaker)**

**Guest Speakers: Ahmed Burgos, Camille Berutto, Nadir Esmail, Michael Casadonte and Kenneth Juarez.**

**NEW BUSINESS**

**BD 32-26** Review and approval of the ASI 2026-2027 annual budget. (Action) (Finance Committee) (First Reading)

**BD 33-26** Permission to change legal firms from Brown, White & Osborn to Kutak Rock. (Action) (Rister)

**BD 34-26** Discussion on the Board Transition Playbook. (Discussion) (Rendon)

**BD 35-26** Discussion on scheduling the final Board meeting. (Discussion) (Rendon)

**BD 36-26** Confirmation of the 2026 ASI Election results. (Information) (Elections Committee)

**Reports:** Board of Directors (2 minutes/speaker)

Campus-wide Committees (2 minutes/speaker)

**ANNOUNCEMENTS**

**ADJOURNMENT**

## ASI Proposed Budget 26-27

Dept Fdescr	Fund Fdescr	Acct Cat Fdescr	Current Budget	
A4100 - AS Corp Personnel	RN001 - ASI-Assoc. Students Inc.	601 - Regular Salaries and Wages	388,420.01	
		603 - Benefits Group	153,304.16	
		660 - Misc. Operating Expenses	38,700.00	
		<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>580,424.17</b>
		<b>A4100 - AS Corp Personnel Total</b>		<b>580,424.17</b>
A4110 - ASI - Board of Directors	RN001 - ASI-Assoc. Students Inc.	601 - Regular Salaries and Wages	73,920.00	
		603 - Benefits Group	\$0.00	
		606 - Travel	12,000.00	
		609 - Financial Aid	5,500.00	
		660 - Misc. Operating Expenses	21,700.00	
		<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>113,120.00</b>
		<b>A4110 - ASI - Board of Directors Total</b>		<b>113,120.00</b>
A4120 - ASI - Administration	RN001 - ASI-Assoc. Students Inc.	601 - Regular Salaries and Wages	49,440.00	
		603 - Benefits Group	\$0.00	
		660 - Misc. Operating Expenses	2,000.00	
		<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>51,440.00</b>
		<b>A4120 - ASI - Administration Total</b>		<b>51,440.00</b>
A4130 - ASI - Advocates	RN001 - ASI-Assoc. Students Inc.	601 - Regular Salaries and Wages	16,320.00	
		606 - Travel	\$0.00	
		660 - Misc. Operating Expenses	3,000.00	
		<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>19,320.00</b>
		<b>A4130 - ASI - Advocates Total</b>		<b>19,320.00</b>
A4140 - ASI - Graphic Design	RN001 - ASI-Assoc. Students Inc.	601 - Regular Salaries and Wages	48,960.00	
		603 - Benefits Group	\$0.00	
		606 - Travel	4,000.00	
		660 - Misc. Operating Expenses	600.00	
		<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>53,560.00</b>
		<b>A4140 - ASI - Graphic Design Total</b>		<b>53,560.00</b>
A4200 - AS Corp Operating	RN001 - ASI-Assoc. Students Inc.	501 - Higher Education Fees	\$0.00	
		508 - Revenue from Investments	\$0.00	
		580 - Other Financial Sources	\$0.00	
		603 - Benefits Group	\$0.00	
		604 - Communications	4,340.00	
		605 - Utilities Group	14,500.00	
		606 - Travel	14,000.00	
		616 - Information Technology Costs	1,000.00	
		617 - Services from Other Funds/Agencies Group	113,360.00	
		<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>147,200.00</b>
		<b>A4200 - AS Corp Operating Total</b>		<b>147,200.00</b>

		619 - Equipment Group	10,000.00
		660 - Misc. Operating Expenses	171,113.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>328,313.00</b>
<b>A4200 - AS Corp Operating Total</b>			<b>328,313.00</b>
<b>A4210 - ASI-Assessment &amp; Spec Projects</b>	RN001 - ASI-Assoc. Students Inc.	601 - Regular Salaries and Wages	16,320.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>16,320.00</b>
<b>A4210 - ASI-Assessment &amp; Spec Projects Total</b>			<b>16,320.00</b>
<b>A4300 - External Affairs</b>	RN001 - ASI-Assoc. Students Inc.	601 - Regular Salaries and Wages	16,320.00
		603 - Benefits Group	\$0.00
		606 - Travel	12,000.00
		660 - Misc. Operating Expenses	2,000.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>30,320.00</b>
<b>A4300 - External Affairs Total</b>			<b>30,320.00</b>
<b>A4500 - Community Garden</b>	RN001 - ASI-Assoc. Students Inc.	601 - Regular Salaries and Wages	16,320.00
		603 - Benefits Group	\$0.00
		660 - Misc. Operating Expenses	4,100.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>20,420.00</b>
<b>A4500 - Community Garden Total</b>			<b>20,420.00</b>
<b>A4700 - Grant &amp; Service Prog</b>	RN001 - ASI-Assoc. Students Inc.	606 - Travel	68,000.00
		660 - Misc. Operating Expenses	150,500.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>218,500.00</b>
<b>A4700 - Grant &amp; Service Prog Total</b>			<b>218,500.00</b>
<b>A4701 - ASI-Grant &amp; Svc Prg-Schlrshps</b>	RN002 - ASI-Assoc. Students Inc.	660 - Other Financial Sources	\$35,000.00
		609 - Financial Aid	94,000.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>129,000.00</b>
<b>A4701 - ASI-Grant &amp; Svc Prg-Schlrshps Total</b>			<b>129,000.00</b>
<b>A4900 - Public Relations Com</b>	RN001 - ASI-Assoc. Students Inc.	660 - Misc. Operating Expenses	22,500.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>22,500.00</b>
<b>A4900 - Public Relations Com Total</b>			<b>22,500.00</b>
<b>A5000 - Club Allocation Bud</b>	RN001 - ASI-Assoc. Students Inc.	660 - Misc. Operating Expenses	35,000.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>35,000.00</b>
<b>A5000 - Club Allocation Bud Total</b>			<b>35,000.00</b>
<b>A5100 - ASI-Activities Committee</b>	RN001 - ASI-Assoc. Students Inc.	601 - Regular Salaries and Wages	49,440.00
		603 - Benefits Group	\$0.00
		606 - Travel	5,000.00
		660 - Misc. Operating Expenses	111,000.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>165,440.00</b>
<b>A5100 - ASI-Activities Committee Total</b>			<b>165,440.00</b>
<b>A5300 - Election Committee</b>	RN001 - ASI-Assoc. Students Inc.	601 - Regular Salaries and Wages	8,837.40

		660 - Misc. Operating Expenses	5,000.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>13,837.40</b>
<b>A5300 - Election Committee Total</b>			<b>13,837.40</b>
<b>A6000 - ASI- Palm Desert Campus (PDC)</b>	<b>RN001 - ASI-Assoc. Students Inc.</b>	601 - Regular Salaries and Wages	33,120.00
		603 - Benefits Group	\$0.00
		606 - Travel	1,500.00
		619 - Equipment Group	1,800.00
		660 - Misc. Operating Expenses	37,000.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>73,420.00</b>
<b>A6000 - ASI- Palm Desert Campus (PDC) Total</b>			<b>73,420.00</b>
<b>A6200 - A.S. Productions</b>	<b>RN001 - ASI-Assoc. Students Inc.</b>	660 - Misc. Operating Expenses	\$430,000.00
	<b>RN001 - ASI-Assoc. Students Inc. Total</b>		<b>\$430,000.00</b>
<b>A6200 - A.S. Productions Total</b>			<b>\$430,000.00</b>
<b>Grand Total</b>			<b>2,300,934.57</b>

April 16, 2026

**VIA EMAIL**

Michael Rister  
Executive Director  
Associated Students, Inc.  
California State University San Bernardino

**Re: Retention of Kutak Rock as Counsel for Associated Students, Inc. California  
State University San Bernardino**

Dear Mike:

This letter will confirm that Associated Students Inc, California State University San Bernardino. (“ASP”) agrees to retain Kutak Rock LLP (“Kutak Rock”) for full service legal counseling concerning Labor Relations, Human Resources and employment related advice and counsel, Bylaws And Governance Assistance, Commercial Contract Support and Negotiation, and Financial Strategic Support. The purpose of this engagement letter is to set forth our mutual understanding as to the scope and terms of our representation of you. Our goal is to provide you responsive, high-quality, and cost-effective legal services.

Our representation shall be to render legal advice and services to you as your legal counsel with respect to issues you present to us seeking advice and guidance. In addition, while we will provide you with our recommendation as to courses of action available to you, the final decision on any issue is entirely yours.

I will be the attorney primarily responsible for our attorney-client relationship. Please feel free to contact me with any questions you may have concerning my representation on these matters. My contact information is as follows:

Colin J. Finnegan  
1650 Farnam Street  
Omaha, NE 68102  
Telephone: (402) 346-6000  
E-mail: [colin.finnegan@kutakrock.com](mailto:colin.finnegan@kutakrock.com)

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## **Fees for Services Provided**

To keep fees to a minimum, we will use our discretion with your input where necessary or requested, to assign projects related to this matter to firm attorneys or paralegals with the appropriate experience and expertise.

My billing rate for this engagement will be discounted at \$420 per hour. As we discussed, I will be handling all labor relations issues. I will also handle the majority of Human Resources/workforce issues that arise throughout our representation. If necessary, however, I may refer an issue to a member of my employment team for prompt and accurate assistance. In such an event, the rate for any Human Resources/workforce issue will not be billed higher than my hourly discounted rate of \$420 per hour. To promote cost efficiency, I may utilize trusted and skilled associates, who will bill at \$385 per hour. For most transactional, business, and corporate matters, I will use Senior Partner Jennifer Forbes. She will provide a discounted billing rate of \$450 per hour. To promote cost efficiency, Jennifer may utilize trusted and skilled associates, who will bill at \$385 per hour. If necessary, we may utilize the services of more junior attorneys and paralegals at lower rates and may use the services of legal assistants where they may perform the tasks more efficiently. We will structure our representation to provide effective legal services, to avoid a duplication of effort, and to maximize the efficiency of our work.

Should a complex issue arise that requires attorney expertise at a rate that exceeds \$450 per hour, I will contact you directly for your approval of the increased rate prior to the work commencing. We will bill for travel time at  $\frac{1}{2}$  of the attorney's hourly rate, never to exceed 8 hours in each given day. In the event the rate is increased in the future, the travel rate will be  $\frac{1}{2}$  of the new rate. In the event you are sued or have additional litigation, we will prepare a new engagement agreement unique to that issue.

We will send you monthly statements containing a detailed report of the services we perform. The bill will specify the date on which service was provided, the time it took to provide it, the identity of the professional who provided the service, and a brief description of the service provided. We also will itemize disbursements for travel, photocopying, facsimile, computerized research, local messenger, and other similar expenses. We expect that ASI will pay those monthly statements within 30 days.

## **Termination of Services**

This engagement may be terminated by notifying me in writing. Conversely, our firm may withdraw as your counsel and terminate this engagement by notifying you in writing. In either event, you agree to pay us for all fees for services rendered and disbursements incurred through the date of termination. Such outstanding fees and disbursements are due and payable within 10 days of the date of termination.

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If the information in this letter correctly sets forth your understanding, please indicate acceptance by signing and dating this letter in the space marked "Agreed and Accepted" and return an executed copy to me at your earliest convenience.

Please call if you have any questions concerning any aspect of our engagement. We appreciate the opportunity to represent you and look forward to working with you.

Sincerely yours,  
KUTAK ROCK LLP

Colin J. Finnegan

AGREED AND ACCEPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

By: \_\_\_\_\_