



Mission Valley
Enterprises

**SDSU Mission Valley Enterprises
Meeting of the Board of Directors**

Thursday, March 12, 8:30 – 10 a.m.

In Person: Manchester Hall, Room 3335, San Diego State University

Virtual: please email saldous@sdsu.edu for instructions

Agenda

- I. **Call to Order** – President de la Torre, Chair
- II. **Approval of the December 11, 2025 Board Meeting Minutes** – President de la Torre, Chair
(Action)
Motion: Approve the meeting minutes from the December 11, 2025 meeting.
- III. **Public Comment** – President de la Torre, Chair
- IV. **Approval of 2024 Tax Returns** – Kim Kilkenny, Audit Committee Chair and Heather Hawkins
(Action)
Motion: Approve the 2024 Tax Returns as recommended by the Audit Committee.
- V. **Documents Retention & Destruction Policy (Action)**
Motion: Approve the creation of the Documents Retention and Destruction Policy that states SDSU Mission Valley Enterprises will follow the CSU Records Retention Policy, as it may be updated from time to time.
- VI. **Review YTD Budget Results** – Heather Hawkins, Aztec Shops (Information)
- VII. **Vice Chair’s Report** – Gina Jacobs, Vice Chair (Information)
 - a. CAM Methodology
 - b. Park Usage Data
 - c. Park Events Promotional Materials
- VIII. **Adjournment**

Next Meeting: Thursday, June 11, 2026, 8:30 a.m.