

**Union Board of Directors  
Minutes  
February 16, 2022**

Members present: Casey Jimenez, Gracie Davis, Natalie Crawford, Erin Malcolm, Allyson Deluna, David Brady, Jeffrey Britain, Christa Coffey, Wendy Denman, Pam McDonald, Mike Flores, Molly Orr, Richard Owens, Andrea Ortiz, Mariah Razo, James Parish, Michael Savoie, Megan Wheeler, Mary Howard, Kristina Sesay.

Members not present: Sofia Mena-Hernandez, T'Korian Mosley, Representative from RHA

Casey Jimenez called the meeting to order at 11:56am and thanked everyone for being there.

**Minutes**

Casey presented the January 19, 2022 Meeting Minutes for approval and asked for questions. Christa Coffey reported the Minutes needed to be corrected to Mean Green Spring Fling instead of Mean Green Fling in two places. With no other changes, Casey asked for the change to be approved, Christa moved to approve the correction which was seconded by Megan Wheeler with no abstentions. Casey then asked for the Minutes to be approved with the correction which was moved by Gracie Davis and seconded by Jeff Britain. Minutes were approved with corrections with no abstentions.

Casey then moved on to the reports from Area Representatives.

**Area Representative Reports**

Facilities

Mike Flores reported that the patio furniture has been assembled and placed on the patio, the umbrellas are on back order. Students took to them very quickly and the furniture is used often and moved to their liking. It was noted that the squirrels are enjoying the furniture, there is gnawing but no damage is done. The furniture is very comfortable and roomy. Mike advised that the umbrellas would arrive in about three weeks due to the fabric being used, it is marine grade fabric. Mike reported we want to see more people using the patio and the umbrellas will help with that and he reminded everyone that the space is a multipurpose space and when there are events the furniture can be moved around to accommodate the needs of the event. The capacity of the patio is 500, but the seating is not that much. Question from the floor about making the space useable in all weather was addressed. The weather can be an issue and events are cancelled because of it. The alumni pavilion was visited to look at their sails. We are in the exploratory stage of what can be done with the patio due to its unique floor and irrigation system. It can be a bit challenging because of pillars that are needed.

Mike reported that partial post office renovation will take place this week and next week. A presentation slide showed the placement of the lockers to be used in place of the post office boxes. Lockers will be across from the restrooms on a temporary basis until the space is ready. As the number of lockers needed increases the layout will change. Department addresses will not change. The likelihood of running out of lockers will not happen because they are rotated out all day long. If packages are too large, storage can be used. The major structural change is removing the wall in front of the post office, then doors will be added that lead to the storage cages. The flow of traffic will not change and maps will be changed as needed. All safety components have been reviewed as needed. Layouts of the storage cages are being worked on and will be shared later. Mike showed pictures of the wall demolition and noted that the disruption was very minimal.

Finance

Kristina Sesay handed out a copy of the current budget for UBD. Question from floor on Vending Non-Food amount was asked. The amount is related to the Coliseum and is not associated with the condom machine in the Union which is under the Health Center. It was also noted that the salary line stays consistent through the summer. The salary line is budgeted and the amount changes because of changes in staff.

### Programs

Molly Orr reported that Union Fest will be March 10<sup>th</sup> and festivities will start at 7:45am and go until midnight. Schedule of events will be out on Monday. Departments were invited to showcase during the week. Cupcakes will be handed out during lunch and in the evening. Union Fest is to celebrate that we have a Union on campus and the events planned will be similar to 2020.

It was also reported that the 2022-2023 UPC Exec Team is in the hiring process at this time. Their timeline starts with the President, then Vice President and then the coordinators.

UPC has also posted the position for their Programs Coordinator.

Molly advised that the second week of April is Student Employee Appreciation week and they are looking at ways to celebrate our students. The end of year banquet will be in May. It was noted that the website is hard to navigate and upcoming events only shows through March 3<sup>rd</sup>. Molly reported that the marketing staff is working on it and all events will be uploaded. Molly reminded everyone that she has calendar available if anyone needs them.

### Conference & Event Services

Richard Owens reported that the House Guidelines Review Committee met and they are down to three sections left to be done by early March.

Richard also reported his team is very focused on the next few days as there are lots of events going on such as movies, Green Tones, Eaglethon, and much more. The week ahead is very busy. Question from floor on increase of events and are students receiving more hours. Richard reported that there are definitely more events taking place this semester and more student workers were hired and spread out through the 7-day work week. The rooms 255 and 268 used as overflow rooms in the Chat are being used for events. More staff were brought on and are doing a great job.

Richard reported that Nick Watts was hired as a new Event Support Coordinator. Nick previously worked on the custodial team but is now new to the CES team and another candidate is being interviewed so that the team is fully staffed soon.

Richard provided an update on Camps and Conferences which included that there are 48 summer camps and conferences in process and under contract. Some are new and some are returning.

### **Directors Report**

Wendy Denman reported that the Union is still short staffed, there are 12 vacancies. Usually in Spring we have more applicants and we are working hard to get fully staffed.

### **Chair & Vice Chair Reports**

No report.

### **Action Items**

No action items.

**Other Matters / Announcements**

No other matters or announcements.

Casey advised the next UBD meeting will be April 20, 2022 at 11:30am in the Union Boardroom 401 with a virtual option.

**Adjournment**

With no further business to discuss, the meeting adjourned at 12:38 p.m.

Respectfully submitted by Pam McDonald.