

**Union Board of Directors
Meeting Minutes
September 16, 2020**

Members present: Shweta Batra, Laura Beck, Amanda Usry, Les Delgado, Michael Luecke, Josselyne Sibrian, Leah Singleton, Amanda Zimmerman, James Parrish, Joshua Sylve, Jeffrey Britain, Daniel Peak, Christa Coffey, Megan Wheeler, Wendy Denman, Mike Flores, Molly Orr, Richard Owens, Phyllis Vaughn.

Members not present: Cameron Combs, Matthew Moreno

Amanda Zimmerman, Board Chair, began the meeting at 11:00 a.m. via Zoom.

Amanda thanked everyone for attending the meeting and welcomed the new members. New members were asked to introduce themselves. Josselyne Sibrian, representative from the Multicultural Center introduced herself.

Amanda then asked for a move to approve the Meeting Minutes from the August meeting which were sent to all members via email. Daniel Peak moved for approval, James Parrish seconded the motion. With a vote of yes or no, all 14 voting members approved the Minutes.

Amanda proceeded with the Area Representative reports calling on Mike Flores with Facilities. Mike reported that the Union hours of operation have been reduced for the Fall Semester and that the calendar was emailed to all members of the Board. Discussion about the reduced hours would be done during the Director's report.

Mike continued his presentation with the second item of business for Facilities which is the condition of the outdoor patio furniture. He pointed out that the patio is a nice place to visit and is used by a lot of the students to relax, eat their meals, or just study. Unfortunately, over the past few years, the furniture is showing a great deal of wear and some of the furniture has been taken away for repairs. Mike showed photographs of the current furniture and the state of disrepair, weathering, tables cracking, and the damage that squirrels have done. Mike pointed out that when events are held, there isn't enough seating to accommodate the attendance. Currently there is seating for about 39 or 40 people but it is proposed to at least double that to 80 or 90.

Mike continued by presenting a rendering of new furniture that shows various types of tables, chairs, rockers, end tables, benches and tables with umbrellas. Various heights of tables are being considered to be ADA compatible and the furniture being considered is within the LEED certification guidelines. The quote amounts to \$28,421.00 and comes from Max-R. The product is a sustainable product, made out of recycled jugs and detergent bottles which are the same materials that the trash and recycle bins are made from used in the Union. The umbrellas include having the university logo imprinted on them. An approved logo has been sent but a rendering of it is not available at this time. Mike pointed out that the cost of the furniture has been significantly reduced due to the contract with the university, the seven-year warranty and free shipping.

Amanda then moved on to Finance. Phyllis Vaughn reported that there was nothing to report on the budget because the new fiscal year is on hold pending the closing of the last fiscal year. An update on the budget will be provided at the next meeting.

Amanda called for an update from Programs. Molly Orr reported that UPC has held nine (9) events since the semester started and had 632 people participate in those events. The events were either held virtually or supplies were picked up to take home for an event. Although the numbers are lower than normal, they are still able to impact students during those events. In looking at the demographics, they're seeing students from all different classifications, a little bit more freshmen, but also seeing undergrad and grad populations. The October calendar of events is being worked on at this time. It is hopeful that since having events will be reevaluated in October, more in person events can be planned, but right now all events will be virtual. However, if approved, UPC can pivot as needed and easily have some hybrid events and be in person and still be offered virtually. They are hopeful the calendar will be finalized this week. The plan in September was to have three (3) events per week but going forward they are looking at closer to four or five events a week. They will continue to offer the students a variety of different things to do and all events are listed on the UPC website.

Molly also reported that the Art Gallery in the Union on the second floor is still doing exhibitions. The one there now is great and everyone should stop by and see it. It will be on display until Friday and it is very unique. Every two (2) weeks a new exhibition goes up and they are now accepting applications for Spring 2021. The applications are due late November.

Amanda called for an update from Conference & Events. Richard Owens reported that his department is changing the registration software used for conference and camp registrations. They are moving from Cvent to Fonteva software. There were several reasons for the change. Fonteva is more cost effective and it has an out-of-the box virtual conference feature that Cvent has been slow to adopt. In light of current situations, the need to convert to virtual conferences has been in high demand and the department has been working with several departments on campus to help them convert their conferences to virtual conferences. So switching to this new platform is going to provide better support to the departments having virtual conferences.

Amanda called for an update from the Director. Wendy Denman reported that the reduced hours for the Union and Retail Dining were sent by email to all members. She explained that the traffic in the building was evaluated and they found the traffic to be very light from eleven to midnight, but the traffic from ten to eleven (evening) is one of the busiest times. She also reported that the building is open six days a week including Saturday at 7am. However, on Saturdays there isn't any traffic in the building until around 9am which is when Starbucks opens. By reducing the hours it saves a little on the budget with very little impact to our student population. The new hours started on Sunday and no kickback has been seen.

Amanda then reported that there was no update from the Chair or Vice Chair at this time.

Amanda then asked for a motion for a discussion on the Action Item. Christa Coffey made the motion to move forward into discussion, James Parrish seconded the motion. Amanda recognized Christa Coffey to open the discussion. Christa commented that while branding is a good idea, she's highly cognizant of the fact that logos seem to change all the time. Wendy commented there's no guarantee that a change wouldn't happen but one reason for having the logo imprinted is because the Union is a key place for visitors especially during Orientations. Having the logo on the furniture would really highlight the university. Megan Wheeler inquired which lockup was sent and wondered if one that's less likely to change would be better such as the standalone diving eagle, or maybe just UNT by itself would be more of an evergreen value. Perhaps have the occasional branding and adding more green here and there in certain areas. Christa then inquired if the branding was an additional cost. Mike Flores added that it would be an added cost if we had to change the branding. Wendy commented that we could do half the

umbrellas with the logo. Megan also asked about events that wouldn't need as much seating as the new furniture would accommodate and Mike reported that the Union has good storage areas for the extra furniture if necessary. Dan Peak inquired about using decals instead of permanent branding. Mike reported the durability and life of the umbrella comes into play.

With no more questions or discussion Amanda moved for a vote to close the discussion which was motioned by James Parrish and seconded by Dan Peak. With discussion closed Amanda moved to vote on the purchase of the outdoor furniture, which was motioned by James Parrish and seconded by Christa Coffey. All thirteen (13) voting members present voted to approve the purchase, with no oppositions and no abstentions. (It was noted that Michael Luecke had to leave the meeting early.)

Amanda asked if there were any announcements. Joshua Sylve introduced himself as a new member of the board representing the Staff Senate.

Amanda confirmed that the next meeting will be October 21 at 11am via Zoom.

With no further business, Amanda adjourned the meeting at 11:34am.

Respectfully submitted by Pam McDonald