

UNION BOARD OF DIRECTORS

UBD Meeting Minutes

August 30, 2023

Members Present: Bella Armenta, Dorcas Bisi, Rebekah Gormley, Areeba Hassan, Shelby Kennedy, David Munoz-Sarabia, James Parrish, Michael Savoie, Skylar Redlin, Wendy Comfort (Sub for Brittany Landau), Stacy Buchanan, Wendy Denman, Mike Flores, Richard Owens, Molly Orr, Sam Dean, Kavan Ingram, and Pam McDonald.

Members Not Present: Thanuja Beeram, Em Sessom, and Jeffery Britain. Representatives from Housing, Greek Council, and Multicultural Center are to be determined and were not present.

Executive Director, Wendy Denman began the meeting at 11:46am.

Wendy welcomed everyone and asked everyone to introduce themselves. Sam Dean and Kavan Ingram attended as guests.

Wendy continued the meeting with an explanation on meeting procedures and reviewed the contents of the folders that were distributed to everyone. The contents contained Robert's Rules Cheat Sheet which Wendy explained that a loose version of Robert's Rules is used in the UBD meetings and votes are taken either by show of hands or written. Other documents in the folder included the agenda template, and the UBD Bylaws and Constitution.

Wendy explained the election of the three (3) positions and the roles of each position, Chair, Vice Chair, and Executive Committee.

Wendy then asked if anyone was interested in the Chair position. Dorcas Bisi nominated Bella Armenta. There were no other nominations. Bella gave information as to why she was interested in being the Chair and was then asked to step out. With a show of hands and no abstentions, Bella was named Chair.

Wendy continued with nominations for Vice Chair. Bella Armenta nominated Shelby Kennedy and Shelby accepted. With no other nominations, Shelby explained why she would make a good Vice Chair and was asked to leave the room. With a show of hands and no abstentions, Shelby was named Vice Chair.

Wendy then asked for nominations for the election of one (1) Executive Committee Member. David Munoz-Sarabia nominated himself. There were no other nominations. David told why he was interested in the position and then left the room for the vote. With a show of hands and no abstentions, David was named Executive Committee Member.

Bella Armenta then took over the meeting and introduced the April 12th Meeting Minutes to be approved. Michael Savoie moved to approve the Minutes and James Parrish seconded the motion. With a show of hands, the Minutes were approved with no abstentions.

Bella then asked for the area reports.

Facilities

Mike Flores provided a presentation showing projects that have taken place over the summer including the renovation of the space in the Union, Room 221 which is complete and occupied by UPC. The new space allows for more collaboration in the department.

The boiler replacement installation is complete and has passed inspection. It is now ready for use.

Mike also gave a review of the roof replacement project scheduled to be done over the Winter Break. It was found that the north pitched roof had materials coming apart so the roof will be replaced with recycled materials. Since the contractor has to bring in a crane to do the work, the project was delayed but will be done during the December/January break.

Another project that starts soon is the Chick-Fil-A Expansion Project. The Corner Store has closed on the first floor, and will be the new site for Chick-Fil-A. The diagram in Mike's presentation showed that the space will 82 seats with tables and will have restrooms. The menu is unknown and the project is set to be done from September through January.

The DATCU (Denton Area Teachers Credit Union) remodeling project will be starting soon. DATCU will be moving into the space vacated by Wells Fargo Bank on the second floor. Expected timeline is September through January, but may be completed sooner.

Mike provided information on the People Counters. He explained where the counters were located and how they worked. On the first day of classes, August 21st, there were 30,092 people who entered the Union building. For the first week of class, the total number of people was 122,014. This total was up from the year before which was 116,244.

Finance

Kavan Ingram provided a copy of the budget. Because this is the start of the year, more actuals will be included in upcoming months.

Kavan also provided information on the Union Scholarships that will be given out. Only student employees of the Union can apply if they meet the established criteria. There will be three (3) \$1,000 scholarships given out which would be \$500 each person, each semester. The deadline for submitting applications to Kavan is September 25, 2023. An Ad Hoc committee will be formed from UBD to review, rank and select the scholarship recipients.

Programs

Molly Orr invited everyone to stop by their new space in 221. She also reported that Stephanie Spyker was hired as the Union Arts/Fine Arts Series Coordinator who will oversee the art gallery and the various art programs that will take place during the fall semester.

Molly also handed out the UPC calendar for the fall semester and told everyone if they needed more to let her know. She also reported that the UNT Jazz Band is back starting on Tuesday. The schedule is in the calendar. They will perform at various times until mid November.

Molly also reported that the First Flight Week events went very well. UPC did events on Sunday and all events were well attended with over 1600 at the Karaoke event. She said approximately 2500 came to the Sunday dinner.

Molly advised that the UPC Membership board is currently interviewing for new members. They are hoping to get about 100 members signed up.

Conference & Event Services

Richard Owens presented on the House Guidelines which had been sent to all members for review. Richard reported that the CES (Conference & Event Services) team reviewed and updated the House Guideline this past summer. They mainly worked on trouble spots and changed the grammar to make various statements easier to understand. He commented on Sections 2, 3 and 4. Specifically noting updates in 2.2, 2.4, 2.5 thru Section 3, and 3.4 and 4.3. There were several members who had concerns and comments and due to the time constraint of the meeting, it was decided to shelve the House Guidelines and discuss at the next meeting.

Bella asked for the Executive Director's report.

Director's Report

Wendy presented the UBD meeting dates for FY2023-2024 stating they are listed on the agenda. She pointed out new hires Sam Dean as the Associate Director of Marketing, Kavan Ingram as the Budget Officer for UCE and Meghan Siens was hired as Graphic Designer for Design Works.

Wendy also reported that new wayfaring in the building is in progress and other upcoming projects will be reviewed in the next meeting. She also said that a donor has provided funds for a partial cover over the patio roof and more information on that will be provided in the next meeting.

Bella then moved on to Action Items. David Munoz-Sarabia nominated himself for the Ad Hoc Scholarship Committee, which was followed by Stacy Buchanan, Rebekah Gormley, and Areeba Hassan all nominating themselves. A vote was taken by show of hands and all were approved to serve on the committee.

Michael Savoie moved to table the vote on the House Guidelines which was seconded by David Munoz-Sarabia. The vote was approved with no abstentions.

David Munoz-Sarabia moved to approve the proposed Meeting dates and Dorcas Bisi seconded the motion. The dates were approved by all with no abstentions.

Bella announced that the next meeting would be on September 20, 2023 at 11:00am in room 401.

Bella adjourned the meeting at 1:01pm.

Respectfully submitted by Pam McDonald.