

## UNION BOARD OF DIRECTORS

### UBD Meeting Minutes

February 21, 2024

**Members Present:** Bella Armenta, Thanuja Beeram, Dorcas Bisisi, Fatuma Mwendu, Areeba Hassan, Shelby Kennedy, David Munoz-Sarabia, Faith Hamilton, Isaac Hernandez, Jeffrey Britain, Michael Savoie, Lisa Gorietti, Stacy Buchanan, Brittany Landau, Wendy Denman, Mackenzie Martinez, Mike Flores, Richard Owens, Molly Orr, Kavan Ingram

**Members Not Present:** James Parrish, Jeremiah Witty, and Seth Parsons

Bella welcomed everyone and promptly asked if there were any questions regarding the Minutes from the January 17, 2024 meeting and asked if all approved. Michael Savoie moved to approve, Jeff Britain seconded the motion, the vote was taken by show of hands and all approved.

#### Facilities

Mike Flores reviewed the hours of operation for March 2024, let the Board know that Jace Smith accepted his offer to be the Evening Operations Supervisor and will start March 1, 2024, presented the specs and details of purchasing and installing 3 boilers to replace the remaining 3 old ones (this would be an action item voted on later in the meeting), and provided an update on all the current and upcoming projects.

The hours of operation were presented for March 2024, and it was highlighted that due to Spring Break (March 10-16, 2024), the Union will have a variation of hours.

Mike next let the Board know that Jace Smith accepted his offer to be the Evening Operations Supervisor and will start March 1, 2024.

Mike presented the specs and details of purchasing and installing 3 boilers to replace the remaining 3 old ones. There are 4 total boilers and one of them has already been replaced with a Raypak Domestic Boiler. The 3 new ones will also be the same model. The replacement is needed due to the heat exchangers becoming corrosive. The purchase and installation will cost around \$304,296.00 and the funds to pay for these will be coming out of the Union reserve.

Mike provided an update on the progression of the Chick-fil-A project. Some updates on the specs of the space are there are doors from CFA that lead directly to the loading dock. CFA can receive upwards of 10 pallets of frozen food at a time, so direct access will assist with the big bulk. There will be 2 individual bathrooms within the CFA space. May is the projected date to open the space to the CFA staff and start their training. Faith Hamilton asked if the bathrooms would be gender non-specific and Mike confirmed, yes. David Munoz-Sarabia asked who is taking the old CFA space and Mike stated that there has not been a confirmed decision yet.

Mike let the Board know that the remodel for Starbucks had been approved that morning and showed the Board the designs for the remodel. Stacy Buchanan asked if the other Starbucks location by the Music building would stay open over the summer and during the remodel? Mike confirmed yes that location will remain open. Wendy added that in addition to Starbucks, there are coffee options in The Market, next to the business building. Brittany Landau asked if the north side entrance of the building would be closed due to the remodel. Mike said there will be alternate routes and entrances communicated to staff and students when the time comes for the remodel.

#### Finance

Kavan Ingram gave an update on the budget. We have expensed 48% of our fiscal year budget, which is 1% less than where we were last year at this time. The 2025 budget was made available on February 19. Noticeable items were rentals increased by 25% and mandatory fees will depend on the events scheduled. The 2025 budget is projected to be 10% more than the FY24 budget. Michael Savoie asked what happens when we have revenue overages. Wendy Denman responded stating that overages roll into reserve funds that are saved and used for specialty projects, the Union has \$11 million in reserve funds currently, and the FY24 budget was budgeted without reserves. Faith Hamilton asked if Axium is open for training. Kavan confirmed that it is open, and training is available. Budgets will be finalized in April.

### **Programs/Discovery Park**

Molly Orr updated the Board on Union Fest and the Union 75<sup>th</sup> Anniversary celebrations. Molly showed the Board the Union 7th Anniversary website and reviewed the schedule. This celebration will kick off 2024 Union Fest.

### **Conference & Event Services**

Richard Owens let the Board know that David Ware started today as a Event Support Specialist and will start March 1, 2024. A variety of staff and students have been assisting with the duties of this position but will now be relieved with the hiring of David. David will be working Wednesdays – Saturdays, 7 a.m. – 6 p.m.

### **Director's Report**

Wendy Denman updated the Board that in celebration of the Union 75<sup>th</sup> Anniversary, the Union staff will be getting gold name tags and enamel pins. Wendy informed the Board that the Chancellor didn't approve for the Union fee to be taken before the Council and it has been denied. DATCU is currently in their soft opening with a projected date of March 6<sup>th</sup> to be the date of their grand opening.

There was nothing to report from the Chair or Vice Chair of the Board.

Bella asked if there were any further questions or comments. No further questions or comments were presented.

### **Action Items**

The Board was to vote on purchasing and installing 3 boilers to replace the remaining 3 old ones (detailed in the Facilities report). David Munoz-Sarabia moved to approve, and Isaac seconded the motion. All the voting members moved to approve.

No further announcements or comments were presented.

The meeting was adjourned by Bella at 12:23 p.m.

Respectfully submitted by Mackenzie Martinez.