

## UNION BOARD OF DIRECTORS

### UBD Meeting Minutes

November 15, 2023

**Members Present:** Bella Armenta, Thanuja Beeram, Dorcas Bisi, Fatuma Mwendu, Shelby Kennedy, David Munoz-Sarabia, Em Sessom, Isaac Hernandez, James Parrish, Jeffrey Britain, Michael Savoie, Stacy Buchanan, Brittany Landau, Wendy Denman, Mackenzie Martinez, Mike Flores, Richard Owens, Molly Orr, Kavan Ingram

**Members Not Present:** Areeba Hassan, Discovery Park Representative – Absent due to assisting with DP event. Jeremiah Witty, Multicultural Center Representative - Absent. A representative from Housing is still to be determined and was not present. Skylar Redlin no longer works for the University and a representative from the Division of Student Affairs was not present.

Union Board of Director Student Government Association VP Bella Armenta called the meeting to order at 11:50 a.m.

Bella welcomed everyone and introduced Isaac Hernandez, the Greek Council Student Representative.

The Minutes from the October 18, 2023, meeting were presented for approval. Bella asked if there were any questions. Michael Savoie moved to approve, Jeffrey Britain seconded the motion, the vote was taken by show of hands and all approved.

#### **Facilities**

Mike Flores provided an update on the Union Hours of Operation for December. Made us aware that even though the Union might not be open to the public. Facilities is working on the schedule for when they are working when the Union will be closed to the public.

Eagle Post will have smart lockers installed on November 28<sup>th</sup>. Mike shared a presentation showing the locker locations. There will be 16 towers with 218 locker doors, once installed.

Mike provided an update on the schedule of the roof repair. The solar panels and antennas will be removed prior to the roof work. An example of the wear on the shingles was shown to the Board. The repairs will be in phases: Phase 1 – removal of the solar panels and antennas, Phase 2 – crane will arrive and get set up, Phase 3 – removal of shingles, Phase 4 – installation of new materials. The work will begin in November and into December. Michael Savoie asked if there is a weather contingency plan. Mike Flores said if there is weather that would impact the project the team would hold repairs for a day and adjust the work dependent on the weather. Brittany Landau inquired about the impact to sidewalks near the crane and construction. Mike commented that the campus police will be around for security and safety.

Mike gave an update on the DATCU branch. DATCU decided that they do not want the residual furniture that was left by Wells Fargo. 95% of the construction documents have been completed. Once completed, they can proceed with the construction timeline. Cameras will be installed at the front and back of the space. DATCU is working with UNT to make sure the cameras are in compliance with both parties.

Mike gave a presentation on the status of the ongoing CFA construction. It has been decided that Dorma type doors will be installed for the entrance to CFA. There will be restrooms inside of the new CFA location. When CFA is closed, there are restrooms available near B&N so that area wouldn't be without restrooms. There will be 80-84 seats in this new location. With that, there is a concern for trash can availability and capacity due to the expanse of the space. Bella Armenta asked with the expansion of CFA, will we get the full menu. Mike said that is an ongoing discussion. Michael Savoie inquired about the timeline for opening. Mike confirmed that they are shooting for Spring 2024, and without any hiccups, March 2024. David Munoz-Sarabia asked who will go in the old CFA Space. Wendy Denman commented that this is already in the works. Faculty, students, and staff have already participated in presentations and tastings for Panda Express, Halal Café and Qdoba. It's to be determined which option will end up in the old CFA location.

### **Finance**

Kavan Ingram gave an update on the budget. We are 21% into the fiscal year with 26% in expenses, which is down 2% from last year at this time. The spring tuition funds came in which has caused mandatory fee revenue to increase. There is a negative balance in Transfer Expenses due to the Controllers Office adjusting for an income adjustment. Michael Savoie requested that the % of budgeted actuals be added to the report for each line item. The Financials were sent out via email before EOD with this added %.

### **Programs/Discovery Park**

Molly Orr updated the group on the past and upcoming events. November 14<sup>th</sup> was the tree lighting. There was a great crowd with an estimation of attendance to be 500+. There is a tree in Union circle and the south lawn. There is one more tree to put up.

Scrappy's Finals Countdown will be on December 6<sup>th</sup>. The event will promote student success, as well as good studying and healthy habits. There will be instruction sessions for students, stress relief activities, and a late-night breakfast on December 6<sup>th</sup>. A full schedule of sessions and activities will be going out this week.

Stacy Buchanan brought up that the President's holiday party is scheduled on December 6<sup>th</sup> and asked if the Finals Countdown events going on in the Union that same day will interfere, how many students are expected to be in the union, etc. Molly confirmed that there would be no major events going on that afternoon that would interfere with or cause heavy traffic in the Union.

Bella Armenta asked why the date of this event got moved up. Molly said that the move had to do with the hope of gaining greater attendance and participation numbers.

### **Conference & Event Services**

Richard Owens gave an update on the new reservation process. Clients have been notified of the changes and a committee has been created to review events that are considered foundational. This committee is the Foundational Events Committee and comprises of Richard Owens, Katie Marion, the student body president Dorcas Bisi, a President's rep, and a former UPC president/UNT alumni.

Bella Armenta asked why there was only one student rep. Richard said that this is just a novel committee and adding more members and student reps will be a work in progress.

### **Director's Report**

Wendy Denman updated the Board on other projects currently in the works. The Union is looking to replace the surveillance software and hardware and is intending on moving to the same or similar system that dining currently has. Potentially looking at a start to this in December.

The Union also will be looking into digital signage software options. For the video walls, the company Reach is in consideration. Touchscreen kiosks are being considered as wayfinding tools. A group of students will be surveyed to see if these will be useful. The Marketing team will be conducting this process.

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 the Union Fee increase. The proposal is to increase the Union Fee to \$1/student/semester (\$167 to \$168) effective the fall semester of 2025 and there will need to be a 2/3 majority vote for the increase to pass. James Parrish motioned, and Michael Savoie seconded to proceed with the vote. 11 voting members voted affirmative to proceed with the motion to increase the Union Fee.

David Munoz-Sarabia with the Pride Alliance had one last comment stating that their department is expecting the general council to decide on the future of Senate Bill 17.

The meeting was adjourned by Bella at 12:26 p.m.

Respectfully submitted by Mackenzie Martinez.