

University Memorial Center Board Minutes

Tuesday November 19th, 2013

UMC 245- 5:30 pm

Attendance: Tyler R. (v), Danielle V. (v), Isra S. (v), Matt R. (v), Ginni M. (v), Ben P. (v), Debbie C. (v), Joyce K. (v), Vincent M. (v), Javier G. (voting proxy for Lily A.), Mel P. (voting proxy for Kelsey C.), Joseph S. (ex-o), Desiree W. (ex-o), Kellie L. (ex-o), Anna L. (PC ex-o), Shane H. (CUNR ex-o), Katie S. (CUGOLD ex-o), Marco D. (CUSG ex-o), Matt R. (E-CNTR ex-o), Robin M. (ex-o), Carlos G. (ex-o), Andrea Zelinko (guest), Peggy Tucker-Ortega (guest), Roxane Ruggles (guest), Kristen Salo (guest)

I. Call to Order – 5:30 PM

II. Approvals

- a. Tuesday November 12th, 2013 Minutes
- b. Tuesday November 19th, 2013 Agenda
 - i. Minutes and agenda bundled and approved by acclimation

III. Open Hearing - none

IV. Chair's Report

- a. Space Allocation

There is no one here for space allocation appeals; this means that we are finished with space allocation for this semester!
- b. Renaming Strategy Committee

After Thanksgiving break, we are looking to have at least one meeting time. Carlos has some regulations for those on the committee to look at which regards rules for renaming.

V. Director's Report

- a. Budgets
 - i. Enhancements
 - *Some of the requests that we have might become unduckables (such as hourly wages).*
 - *First enhancement = An increase to hourly wages. We are trying to be able to reward students who have worked hard with merit increases and also those who work hard. The first five enhancements on our list are what we consider a priority.*
 - *Our second enhancement (on programming) is to help fix our lost funding in programs.*
 - *"I Love Mondays" Mondays from 2-3 PM. Free food and an opportunity get to know your community...and enjoy Mondays! They usually have 40-60 students and would like to get 90-100 students to participate (program enhancement would help this, especially in funding for cooking classes).*

– Student involvement fairs happen once in the Spring and once in the Fall. We are looking to add some more programming to our student involvement fairs. This would involve additional marketing, increase in food supply, etc.

- We lost a little bit of money on CUPA grants which fund UMC Welcome Fest and Student Involvement Fairs

- Third Enhancement = helps with UMC A/V responsibilities. It is only at 50% because the remaining half would be paid for by non-student fees (UMC self-generated revenue). Roxanne from Events Planning Office: “We would like to expand our service to non-student groups and others in the community. We want to maintain the quality that we give people and maintain the equipment. Having a bigger A/V group would help with this”

- Fourth Enhancement= Operating Budget increase. This helps to make repairs and cover cost of supplies. Increasing the budget would also help for unplanned repairs that may occur within the year. We also need to pay for licenses and maintenance of the software program upgrades like Kronos (our time keeping system), EMS, or our IT electronic storage needs.

- Fifth Enhancements = Employee Development Training. We have more professional employees that we would like to send to trainings and we haven't increased our travel budget for these employees. We would like to be able to send these employees to staff training events for professional development. A lot of employees would like to have professional development. This would also cover an off-site retreat for UMC Board.

- Sixth Enhancement = Capital increase. We would like to increase our capital by \$265,000. This year we would like to address our kitchen HVAC system; particularly the heating and cooling system. We are not sure how Finance Board will see this; either as a finance enhancement or a capital request when we see it as a functional need (in order to operate).

ii. Capital

We have \$137,124 for a total FY14 Request (including GA/IR [6.58% →\$8,466]).

** The prioritized proposed capital expenditures:

1.) Our gallery room is quickly becoming a revenue generator for the UMC. We would like to make this room more aesthetically pleasing for those who use this area. We would also like to put some A/V equipment in there. We estimate this to be \$20,000 for that renovation.

2.) The Aspen rooms remodeling is another area we would like to address. We are only addressing the North and West walls of the rooms during the GMBR renovation. We would like to redo the flooring and integrate some A/V equipment in there. The Aspen

room is bigger than the gallery so it would cost a little more at \$30,000.

3.) We would like to replace the bamboo flooring in the all-purpose room UMC 235. The floor is in poor condition and would need replacing. This comes at the price of about \$60,000.

4.) Replacing bamboo flooring also in DSCC UMC 457 at \$15,000. The floor is in poor condition and needs replacing.

---> We would like to replace the floors in both rooms (#'s 3 and 4) at the same time because it is more cost efficient

5.) A/V equipment, tables, & chairs for room setups need to be replaced because they are aging. This comes to \$3,658.

6.) Supplemental –Upgrade main kitchen HVAC systems. The systems that are currently running are not adequate in providing cooling in the rooms (i.e. GM ballroom).

_____regarding other parts of the capital list_____

Kellie: (regarding item 46) When will CU Night Ride get an online scheduling system? I know some of my friends are curious about this.

Carlos: The actual system would be above \$15,000 per year.

Kellie: Oh, so these are just tablets and not an actual system.

Carlos: Yes.

Katie asked a question about number 8, if it had to do with Gender Neutral restrooms. Carlos forgot to add this to the topic list for tonight. He will add it.

Mel: So if we did the survey (for gender neutral bathrooms by The Connection), would the fact that this was on the list for a while, would this give us more lobbying power?

Carlos: We haven't technically 'requested' it, so not quite. If we did GNR, item 8 would then come off of the list.

Matt: So the first four are listed in the beginning because we would like to do these quickly?

Carlos: Yes we would like to get those done first.

Matt: We should look at the revenue generating rooms first instead of working on the bamboo flooring.

Carlos: It would be more cost effective to fix all the bamboo flooring at one time.

Ben: Shouldn't we be looking at the renovation of the ballroom? We should be focusing on creating aesthetically pleasing areas.

Carlos and Robin mentioned that they had seen the GM ballroom on TV yesterday (11/18)

Robin: It is important to renovate the ballroom. It is hard to enjoy the space and your meal in an event when you look up at the wall and there is "shmoo" on the wall.

Matt: Yeah, I never really paid attention to the room until a little while ago and noticed that we really needed an update.

Kellie: Is the replacement of the bamboo floors important for all rooms?

Carlos: It is important because people use these rooms, some rooms used more than others, but it is cheaper to do all the floors at once.

Isra: I am feeling troubled about how much emphasis there is on revenue generating while there are other items on the list that other people have been bringing up that seem like they should be more important. It is really bothering me that revenue generating is more important than other things like ADA access, potential mold creation due to the flooring in coolers, more lockers for the employees, etc.

Carlos: We could do some of those things on the list that are not revenue generating but are more service-oriented. We have actually started to address some of those so there is no need to worry about mold generating.

Kellie: Just to help clarify, just because it's on this list but it's not on the top five, doesn't mean that it won't get done.

Carlos: Exactly.

Robin: When we make more money, we address things that are crucial.

Katie supports having the top five items on the list. We need to keep up on the aesthetics.

Kellie makes a motion that we approve the top five items (including the supplemental [number 6] and let it move on to Finance Board.

Ben objects the acclimation. He proposes that we switch out number one with 36 (replacing china) and not do the gallery remodel.

Discussion

Shane supports Ben's decision. It has more of an impact on the renovation on the ballroom.

Katie argues to keep the gallery remodel. If we were to change it, at least do the flooring so that we could at least do all the

flooring in all the rooms. Maybe we don't need to repaint the walls and just do a minimum to updating the A/V equipment.

Debbie asking Robin: How dire is our need for china?

Robin: It is pretty dire right now.

Kellie: Okay, so it is an entirely different set with other features.

Robin: For a 9 inch plate it is about \$13.50 each. It is about \$40.00 per place setting.

We would need about \$25,000 to make a complete china update.

Kellie: I'm a little bit confused. The china would be able to be bought after the GM ballroom in January of 2015...

Carlos: But we would need to buy the china in fiscal year 14-15 with our budget for it to be available when we open the Ballroom in January 2015.

Matt: Number 24 (tables) is also important for the ballroom update so why not move this up to the top of the list as well?

Robin: We could get these a little bit at a time.

Katie: Is there a way to be creative with the Aspen room's remodel or the china? Can we lump it into the budget that we have for the GM ballroom?

Carlos: No, because our budget for the ballroom is very tight so it wouldn't be good to do.

Shane makes a motion to amend the current motion of Ben's objection. Ben proposes a motion to amend the motion to switch out number one with 26.

Kellie accepted a "friendly amendment".

More discussion.

Isra: Anything that is related to accessibility, safety, and health will be covered?

Carlos: Anything that is a health code issue will definitely be taken care of. The building is ADA accessible by law. The one that we have included in the list is not required by law but just something nice that we thought we could do. That particular accessibility item we will be addressing this year.

Isra: I just want to put out there that number 23 and number 31 should be important and addressed.

Robin: The number of lockers that we would need would not be sufficed by how many we would be able to install now. The building size needs to be increased in order for that to happen.

*Addressing the issue of the bakery window installment.
Robin: We are trying to be pro-active in our safety and keeping our employees safe. It is not that we have had an incident or had employees express concern.*

***Ben proposes that we vote to vote. It is approved.
Carlos suggests a hand vote for voting members.***

Danielle makes a friendly amendment to the motion (of putting number 36 in place of number one) to take off number 6 to make our budget work.

Vote yes to vote = 10

Abstain = 1

We are voting to approve number 36 into the number 2 spot, moving Aspen rooms up to number one, and the number 5 A/V equipment moves down to the lower list.

Yes = 9

No = 1

Abstain = 1

Passes.

Now voting on enhancements

Move to approve the enhancements and approved by acclimation. Passed.

VI. Program Council

One upcoming event on December 5th, 9:00 PM at Chem 140. Free to all students. They are currently accepting applications for positions.

VII. CU NightRide

We are running great.

VIII. Student Veteran's Association

Thank you to UMC staff for letting us use the ballroom. The wind at the football game prevented guys with the parachutes and flags to do their thing. We are helping out Regis to start their SVA group. We are making sure that all of our vets have a place for Thanksgiving.

IX. Food Service

We are doing great and we are very busy. We will not be taking the bicycle cart to Coors Events Center; it really isn't worth the money. We had a great October. We were up \$38,000 over last year (which was a phenomenal year). Our food cost is great. Retail is doing very well. Cold Stone should be opening shortly after our Thanksgiving Break and we should have orange chicken for Christmas!

X. CU Gold

Going well. We have our last week of the core leadership program this week. We are holding interviews for student coordinator this week. We are doing great with registration for CLP and ALP for the spring.

XI. Environmental Center

No updates.

XII. CUSG

The 80th session began. The UMC Board is going to get a new rep. from Leg. Council, this means that Kelsey is leaving the Board after December.

XIII. Feedback - none

XIV. Old Business - none

XV. New Business – none

XVI. Adjournment – 7:06 PM

Robert's Rules

Motion (to approve...)
2nd

Call to Question
Acclimation (All in
favor)

Any Objections?
No (Motion

Passed)