

## University Memorial Center Board Minutes

Tuesday September 3, 2013

UMC 245- 5:30 pm

Attendance: Tyler R. (v), Danielle V. (v), Matt R. (v), Ben P. (v), Ginni M. (v), Kelsey C. (v), Debbie C. (v), Joyce K. (v), Isra S (ex-o), Desiree W. (ex-o), Kellie L. (ex-o), Shane H. (ex-o CUNR), Katie S. (ex-o CUGOLD), Matt R. (ex-o E-CNTR), Marco D. (ex-o CUSG), Robin M. (ex-o), Carlos G. (ex-o), Andrea Zelinko (guest), Peggy Tucker-Ortega (guest)

### I. Call to Order

Tyler calls board to order at 5:33 PM

### II. Approvals

- a. Tuesday April 30th, 2013 Minutes
- b. Tuesday September 3rd, 2013 Agenda
  - i. *Bundled minutes and agenda. Approved by acclimation.*

### III. Open Hearing – None

### IV. Chair's Report

- a. Welcome back & meal card distribution
- b. Marco Dorado (CUSG President of External Affairs)
- c. Tentative Meeting Dates for the rest of the semester  
*Meetings for Fall: Sept 10th Interviews next week for vacancies in ex-officios (2-4 positions) and voting vacancy (1 position), 24th Oct 8th (fall retreat), 22nd Nov 12th, 19th Dec 3rd, 10th*
- d. Fall Retreat & new member training
- e. Voting member vacancy (Moon resigned)  
*One position open for ex-officio. Eligible ex-officios are Isra and Desiree.*
- f. Ex-Officios Vacancies  
*2-4 ex-officio positions to fill*
- g. Leg Council Voting Representative  
*Kelsey Cody is the new leg council voting representative.*
- h. Environmental Center Representative  
*Matt Ribarich, returning representative.*
- i. SVA Space Resolution – *space issue resolved satisfactorily*

### V. Director's Report

- a. Glenn Miller Ballroom renovation update  
*Everything is on track. Approved by all entities. Funding is in place. Now in the process of talking with the design team. Need two student voting members (preferably) to join the committee with the design team. Volunteers: Ginni and Ben as well as Kelsey as UCSG rep*

- b. Gender Neutral Restrooms**  
*Unisex restroom will be designed near the ballroom and possibly another gender neutral/unisex restroom (as a separate project) elsewhere in the UMC building. Space is unavailable near Ballroom so we are currently only looking into that possibility. Cost is about \$75,000+ for this project and it would need to come from the CUSG SOR budget.*
- c. Panda Express update**  
*The space has not been renovated yet. We are still getting the construction permit. Roughly mid-October it will be opening, but getting rent starting August 22<sup>nd</sup>.*
- d. Cold Stone Creamery update**  
*We do now have a signed contract. October 28<sup>th</sup> opening date scheduled.*
- e. Kaplan move. Moved to their new space where Colorado Daily used to be.**  
*They have done some remodeling.*
- f. Food Service Review VCSA initiative**  
*VCSA had eight initiatives. One of the eight was looking at new possibilities to manage food operations more efficiently. One of the options being reviewed is a merger with Housing & Dining Services. We are almost complete with phase 1 of the review.*
- g. Outdoor ATMs update**  
*Two outdoor ATMs that are currently vacant. UMC Board agreed to Wells Fargo and Elevations Credit Union. We are going back to the contracting phase. Meeting tomorrow with Wells Fargo and setting up a meeting for Elevations Credit Union. The problem is that we have one closet for two different banks. They are willing to work together. They both want full service ATMs.*
- h. H&R License update**  
*We received our hotel and restaurant liquor license (we are now fully licensed). All alcohol will be from local vendors. We are already serving full-strength beer at the Connection.*
- i. Budget changes since May**
  - i. Student Hourly SOR**  
*Received additional funding for Student Hourly increases from SOR.*
  - ii. Insurance Premium SOR**  
*They came in at 51.9%, much higher than planned.*
  - iii. Staff Salary Increases SOR**  
*Slightly higher than what we had originally budgeted for. We received SOR funding for the additional salary increase. We returned extra money back to SOR from the employee meals account.*
- j. FY 2014-15 Budget process changes**  
*Budget training in October. Board will be able to see some of the budget information before Christmas break. Hopefully by early November.*
- k. 60<sup>th</sup> Anniversary celebration updates**  
*A week-long celebration the first week of November. Every day that week*

*is a decade-ish. Throughout the week we will have 60 cent coffee at Baby Doe's. There will be 60 cent popcorn at the Connection. The connection will have events M/W/F that week. Wednesday Nov 6<sup>th</sup> will be a reception from 7-9 PM in the ballroom. There will be student groups attending; putting on performances. Thursday Nov 7<sup>th</sup> will have a skating in the ballroom event. Friday Nov 8<sup>th</sup>, entertainment for students, staff and faculty in the north dining room. Friday night film series by Program Council. Committee wanted to have the UMC re-dedicated to veterans as the official state of Colorado veteran's memorial. This would happen on Veteran's Day, Monday Nov. 11<sup>th</sup>.*

**l.** Centralized Scheduling system update

*The campus has been looking at the scheduling of the campus events. There is a proposal for the system to be a common system, the campus is looking at the same system that the UMC uses (EMS). This could make us the managers of this campus-wide scheduling system. It wouldn't mean us scheduling everything, it would be more of a centralized system administration. We don't have all of the funding for this yet (if we went this route campus would be asked to provide the funding).*

**m.** CAS Building update

*Center for Academic Success. Proposal for a building to be built on Euclid. An area and a welcome center for students that are looking into CU. Construction would likely start a year from now. Fall 2015 it would be open. How it relates to the UMC: there could be a bridge from the UMC attached to the CAS building and they might ask us to manage that building. Downsides to CAS building: we will already be under construction (for ballroom) and parking will be inaccessible for UMC faculty, staff, students, visitors, etc. for about a year.*

**n.** CU-CRC update (former commuter lounge)

*Recovery center has moved into the former commuter lounge. "CU Collegiate Recovery Center." Minimal remodeling.*

**o.** Wifi Lounge update (former computer lab)

*Looks "really neat". Some complaints from students about there not being enough desk tops and it being too noisy. Most people are happy with it though. Naming the computer lab is on the agenda. We ended up replacing the carpeting in the room as well.*

**p.** Faculty voting member for UMC Board

*Vincent McGuire would like to be back on the UMC Board (formerly on the UMC Board as a student, now would be a faculty voting member). Carlos would like to invite him back onto the board.*

**q.** UMC Annual Report

*Has been sent by email to all members. A more condensed version will be sent in a few weeks.*

**r.** Strategic Planning process update

*We took recommendations from internal and external teams; identified 10 goals that we are now looking at.*

**VI. Program Council**

*The welcome back concert took place on Farrand Field. We gave out 9,750 wrist bands. We had to evacuate the field mid-way through the concert due to lightning hazards. We had "Krewella" as the headliner. Normal MIP issues. We learned that we could evacuate 7,000 people in about 8 minutes. Few noise complaints; complaints due to wind carrying the noise into nearby neighborhoods.*

**VII. CU NightRide**

*Data from the last academic year, Aug to May: Transported a total of 41,000 students, about 24,000 rides. Busiest day last year was 394 people.*

*Over the summer: 900 rides (last summer was 1,200 rides). Transported 1,500 people.*

*8 opening positions for Night Ride employees.*

*The budget was approved but the approval of the budget does not coincide with getting a new vehicle in time. Vehicle will be acquired for spring semester.*

**VIII. Student Veteran's Association**

*The veteran's office hired a new program coordinator (former Navy Seal).*

**IX. Food Service**

*The law school let us know that we will not be running their café. They hired Front Range as their caterer. We are still doing some catering to the law school. Catered Shakespeare Festival; did extremely well (selling gummy bears and beer & water) and was recommended to Macky for catering their bartending services (possible 2 year term running their bars).*

*There will be \$5 meal deals at The AP Grill. We have added some equipment to make different foods such as enchiladas at El Canibal. Allergens are being posted on all our menu items at The AP Grill. Lots of data entry to be done and will help to look at nutritional data. The goal is for information to be posted in some kiosks in the AP Grill. Caloric count may be posted on the kiosks as well. Still looking at options. H&R license allows for more menu options. We are buying a new catering delivery truck.*

**X. CU Gold**

*Started registration for core-leader program. Go to the website for more information. Starting to plan their leadership conference Nov. 9<sup>th</sup> on Saturday 9AM-3PM. Their theme will be "Define the Future."*

**XI. Environmental Center**

*Looking into recruiting. Two voting member positions, 3 or 4 ex-officio positions. Meet Wednesdays 4-5 at the Environmental Center. Will start grant funding.*

**XII. CUSG**

*Conversations in gender neutral restrooms and Glenn Miller Ballroom renovations.*

**XIII. Feedback - none**

**XIV. Old Business - none**

**XV. New Business**

*Check out the new touch-screen directories in the Atrium and on the 2<sup>nd</sup> floor near the Reception Desk.*

**XVI. Adjournment**

*Motion to approve Debbie, second Ben, call to question Matt, acclimation Shane*

**Robert's Rules**

Motion (to approve...)

2<sup>nd</sup>

Call to Question

Acclimation (All in favor)

Any Objections?

No (Motion Passed)

Yes