

University Memorial Center Board Minutes
Tuesday, September 5th, 2017
UMC 245-5:30pm

Attending Members: Andrea Zelinko (UMC Dir.), Hannah Velte (v), Luis Chavez (v), Joshua Fader (v), Jason Potter (v), Daniel Dykstra (v), Emma Rae Langdon (NightRide Rep), Emily Miller (CSI Board Rep), Carter Gruba (Tri-Exec), Thomas Morgan (SVA)

I. Call to Order – 5:34pm

II. Approvals

- a. Tuesday, May 2nd Minutes - Approved
- b. Tuesday, September 5th Agenda – Approved

III. Open Hearing

- a. Austin Lujan (UMC Program Coordinator): Hi everyone, I've been here almost 2 months now. Just finished grad school at UNC (Student Affairs and Higher Ed), excited to get involved at institutional level. I support Emma Rae with NightRide, I've been supporting our Graduate Student Evening Programs Coordinator, a couple building projects, and working with partners of the university.
- b. Becca Wade (Evening Programs Coordinator): Recently graduated, just starting masters program in Media & Public Engagement. Working to identify programming that can happen in the UMC to get students engaged. Some program themes: Diversity, Professional Development, Community (campus, UMC, Boulder community), and Social Activity. Seem to align with building's purpose and with what it seems students would like to see. Excited to bring some experience and hearing what the Board has to say!
- c. Andrea: Evening programming is something we proposed last year. It was supported as a pilot project, so we received funding to do some evening programming and bring on a graduate student for this position. This is from that process!
- d. Heather Winner (Assistant Director for Administration in the UMC): Building updates! We have a new item in the UMC dining halls - table tents that are more organized and a bit more sturdy. If you know of any student organizations hoping to improve their marketing in this way, please let us know! If you're interested in marketing in the UMC, we have a new website! They turn over on a weekly basis and serve to promote what we have going on a weekly basis and what's going on with our student programs. For those of you who heard about the sustainability committee, we hoped to roll out a waste diversion program (Waste Warriors), that has happened on the 3rd floor and we're hoping to implement it on the 1st floor. Brand new waste receptacle on the third floor because of this. If you're interested in being part of the sustainability committee, come see me!
- e. Carter: Will table tents cost the organizations money?
- f. Andrea: Printing

- g. Heather: No costs besides the printing!

IV. Chair's Report

- a. Name Game/Icebreaker
- b. Al Packer Plaque
 - i. Hannah: An outside historical organization has offered to give us a plaque about Alferd Packer to put into the area by the Alferd Packer Grill. It would not be something that we pay for (except for installation), and could be a good point of conversation and history for diners. UMC would decide the location of the plaque.
 - ii. Jason: I suggest we decide today. It looks good to me.
 - iii. Emily: Moves for vote
 - iv. Approved
 - v. Hannah: Great, we'll bring more information to you soon!
- c. CSI Board Rep
 - i. Hannah: We need a representative from our Board to sit on the CSI Board. Meets every other Weds 5:30-7pm.
 - ii. Luis: Are they meeting this Wednesday or next Wednesday?
 - iii. Emily: This Wednesday.
 - iv. Luis: I'll represent at this Board.
 - v. Hannah: Great!
- d. CDAB (Campus Dining Advisory Board) Rep
 - i. Hannah: We need a representative from our Board to sit on this Board. Meets about once a month, is usually a little longer of a meeting. They have a pretty broad scope. They generally meet in the dining areas, so you may get some food!
 - ii. Jason: I'd be interested in representing at this Board.
 - iii. Hannah: Cool!

V. Director's Report

- a. Summer Updates
 - iv. Finance Board
 - SOR → GAIR and Wage Changes. All was approved on 8/22/17.
 - Fund Balance → \$100K for replacing outdated bullhead electrical panels; \$95K for replacing WRC's DX air exchange unit; \$50K for Connection program plan with Club 156; \$2K for student training expansion; \$3K for Student Arts Program. All was approved on 8/29/17.
 - v. Summer Projects
 - South Terrace → New architect on board and developed design to support the 6" light concrete topping and ramp entrance to meet existing entrance of South Terrace; single "flat" entrance to UMC at South Entrance Main Doors and at

GMBR entrance; conducting one more test to check the thickness of the existing concrete slab

- Polling Station for June 2018 and November 2018; Nov 2018 limited to final days of voting (Mon, Tues) in the UMC as those are the days with the highest voter turnout and we wanted to ensure we had venue spaces that can support student engagement through the weeks leading up to election day. Hannah and Carter G were involved in this conversation.
- Carpet, Paint, Furniture → 5th Floor Lounge, 4th Floor Corridors, 3rd Floor Corridors, 304, 305, 306, 308, 311, 140, 100. Carpet meeting rooms.
- AC on the 5th Floor by early October
- Engaged the operational recommissioning project
- UMC 235 Floors
 - Deck repaired and tested to alleviate leaks into 1st floor offices
- CU on Friday
 - Name Change
 - 3 sponsorship levels
 - First one is this Friday, Sept 8 from 4-6 pm in The Connection and sponsored by CUSG!
- Private Food Vendor and Retail Survey in October
- New Executive Assistant, Lauren Fichtner

b. Menstruation Supplies Pilot Program

i. Andrea: Last update was in April, was seen as a great program. Fiscal Year 2016 - ~\$66-67 dollars. Now being offered as free, and costs us between \$400-500. Easy to maintain system, very doable regarding our budget. We have received a lot of positive feedback (only negative was that a restroom was out and someone requested a refill). Do you still want this to be part of our program, given it's feasible? Also, we may wish to put them in our men's restrooms because there may be individuals who require these products in the men's restrooms.

ii. Board discussed how to support those who need products in men's restrooms, how to ensure someone is not identified when they do not want to be identified, and how to prevent vandalism to the dispensers.

iii. Andrea: So you would like us to move forward with the current program being permanent as long as it's efficient and financially feasible, and to put the products in a men's restroom as an on-trial basis? How long would the trial be?

iv. Jason: 1 year, makes motion for approval. Approved.

v. Hannah: We will add the official program in our everyday processes and figure out how to implement the trial in the men's restrooms.

c. UMC Policy Manual Edit

i. Andrea: I'm going to share two things for you to vote on next meeting. 1) We have a pet policy in the UMC that only service animals are allowed. It currently states that we could have pets if it's listed as a "service/assistance" animal. We'd like to edit the verbiage to indicate a service

animal only as this language aligns with campus policy. Any questions on that change?

ii. Luis: What's the difference between a service and assistance?

iii. Andrea: Service provides a specific service (physical, mental health, metabolic) and undergoes intensive training. For example service animal won't pee inside, chew on legs of tables, or otherwise be a problem. Assistance animals may not be formally trained.

d. Capital Proposal

i. Andrea: Received an addition to our capital budget. I'd like to let you know what we're considering using the \$250,000 for. Repair part of the bookstore dock (~\$125,000) is one. Repairs and renovations for the bookstore are also being considered as they pay a lot of money in rent to be here. Lounge furniture is also being considered. Would also like to explore a retail build-out in the atrium area next to Elevations Credit Union. That space is not built with any plumbing or similar features, so we'd like to build that framework there so there is an appeal to retailers.

ii. Tom: How much would it cost to renovate that space?

iii. Andrea: It depends.

iv. Jimmie: Anywhere from \$125,000-\$300,000

v. Tom: The bookstore dock wouldn't be left with much funding, then.

vi. Andrea: The bookstore dock is our first priority.

vii. Dan: Have we been approached by a vendor?

viii. Andrea: Amazon has been on and off in their interest, within a month or so we plan to make a final call on whether or not to hold on or reach out to other options.

VI. CU NightRide

- a. Emma Rae: We have implemented a third van into our fleet, which is exciting. We're also excited to welcome Austin as the Program Coordinator and see his fresh perspectives on NightRide and teach him about the program we have! Lastly, we always seem to have a big hiring push in the Fall semesters. Please spread the word if you or any of your friends are interested in an on-campus job!

VII. Student Veterans' Association

- a. Tom: We have a veteran coming to Eaton Humanities on Thursday, everyone is welcome to that. Our first meeting is coming up soon which will be at Boulder Country Club with the people that donated much more than we initially expected. We've been approached by the Colorado Avalanche and they may want to honor us at a game or something of the like. I'm excited for that, whatever it may be.

VIII. Center for Student Involvement

- a. Emily: Our first meeting is tomorrow night. Last week we had the Be Involved Fair which had a great turnout. OrgSync (New online portal to manage all student organizations, much more efficient and beneficial for updating and doing what

we'd like it to. It also allows the student organizations to connect with each other, manage their budget, access an event calendar, reach out after events, etc.) is going well. Sep 30th is a due date in terms of updates on that. There is a rep from OrgSync (our version is called BuffConnect, log in with your identikey) that's coming next week to provide tutorials (Sep 14th-15th 9:00am and 2:00pm in DSCC in UMC).

- b. Hannah: If you're involved in a student org, I'd greatly recommend you go to one of these tutorials! They should be very helpful. I'm currently working on one for the UMC Board (which we may not use as much), and I'll let you know as I learn more about how it works.
- c. Emily: It's a great jumping off point to get all student orgs involved. We do have one voting member position available on our board if any of you are or know anyone who's interested.

IX. Environmental Center

- a. Hannah: We're working on getting a rep from the Environmental Center.

X. CUSG

I. Executive

- a. Carter Gruba (via email): "I hope the beginning of the year is fun and smooth.
1. We've almost completely hired our executive staff. 2. Great having the opportunity to meet some of you at the Be Involved Fair. 3. If you have any questions, please come by our office and talk with me!"
- b. Emily: I'm part of the executive staff in terms of engagement, so please let me know if you're interested in any sort of partnership of getting people involved with your program and ours!

II. Legislative

- a. Carter: We're meeting regularly on Thursday nights. Feel free to stop by, we do have an open spot for members of the community. I'm excited to serve on this board!

III. Freshman Council

- a. Hannah: No rep yet. Still working on getting the council all set up.
- b. Emily: It'll be closer to October before we know this information. I'm sure Carter Gruba will keep you all updated!

XI. Feedback

XII. Old Business

- a. Hannah: I'd like to thank those of you who helped out at the Be Involved Fair! Especially Luis and Tom for putting in the time they did, and Tom for sales pitching the Board!

XIII. New Business

- a. Call for UMC Board Member Applications

- a. Hannah: 3 voting positions open, ex-officio positions open. Applications are due Sep 20th, interviews September 26th! If you know any students interested in a leadership opportunity, I'll send you all the application, if you could spread the word that would be great! We do want a wide perspective.
- b. Hannah: I had a student send in an application in August that was excited to be part of the Board, but I'd like to see if you're interested in interviewing her early as we have so many open spots. She seems very excited and eager to join. We could offer her an ex-officio position and decide whether or not we'd like her to stay ex-officio or move up to voting member after we interview everyone.
- c. Emily: I think that's a great idea. People's views of being involved may change as the process goes on, so it'd be smart to give her interview a try.
- d. Tom: If she's this proactive about it, I think she'll likely make a great member and we can determine it all later.
- e. Hannah: I'll email her, hopefully we can interview her next meeting.

XIV. Adjournment – 7:07pm