

**ASSOCIATED STUDENTS, CALIFORNIA STATE UNIVERSITY, CHICO
BELL MEMORIAL UNION COMMITTEE MEETING
MEETING MINUTES**

Wednesday, January 22, 2020

2:30 p.m.

BMU 205

MEMBERS PRESENT: Kaylee Biedermann, Nicole Loiseau, Austin Lapic, Art Cox, Isabella Constantino, Ange Bledsoe, Annabel Grimm, Mary Wallmark

MEMBERS ABSENT: Carolyn Allen and Emely Ramos (excused)

OTHERS PRESENT: Jamie Clyde, Karen Bang (recording), Curtis Sicheneder, Shar Krater, Katie Peterson, Trevor Guthrie, Vic Trujillo, Alex Smith

- I. **CALL TO ORDER** – The chair, Biedermann, called the meeting to order at 2:31 p.m.
- II. **AGENDA** – Item VIII. Associate Executive Director's Report, was removed from the agenda. Backflow Testing was added as Information Item V. D. and WREC and Union Facilities was added as Information Item V. E. **Motion to approve the 1/22/20 revised agenda (Constantino/Lapic) 6-0-0 MSC.**
- III. **APPROVAL OF MINUTES** – Minutes of the regular meeting of 11/21/19. **Motion to approve the minutes of the regular meeting of 11/21/19, as presented (Lapic/Constantino) 6-0-0 MSC.**
- IV. **ANNOUNCEMENTS** – Biedermann said Loiseau is moving to the Associated Students Businesses Committee (ASBC) and Alex Smith will be joining this committee from ASBC.
- V. **BUSINESS**
 - A. Action Item: Approval of Revised Resolution for Establishing Time and Location for Associated Students Bell Memorial Union Committee meetings for the Spring Semester of Academic Year 2019-20. **Motion to approve the Revised Resolution for Establishing Time and Location for Associated Students Bell Memorial Union Committee meetings for the Spring Semester of Academic Year 2019-20, as presented (Lapic/Constantino) 6/0/0 MSC.**
 - B. Action Item: Approval to increase previously approved budget of \$60,000 by \$51,100 for the BMU camera project, for a total revised cost of \$111,100. **Motion to approve increasing previously approved budget of \$60,000 by \$51,100 for the BMU camera project, for a total revised cost of \$111,100 (Loiseau/Lapic).** Trujillo explained the location of the 13 cameras, which will be placed both inside and outside of the BMU. It was noted that this upgraded system would allow camera footage access to the University Police Department.
 - C. **Information Item: 10/31/19 and 11/30/19 Combined Student Union and WREC/AO Summary Income and Expense Statement** – Clyde reviewed the financials with the committee, noting that 41.67% is the target at this point. She said 45.51% of the approved annual budget has been expensed and 49.69% of projected income has been generated. Conference Services is at 71% of budget.
 - D. **Information Item: Backflow Testing** – Clyde said upgrades are being required by Cal Water. Trujillo explained that backflow assembly in the past was all underground; however, Cal Water is requiring those that have below ground equipment, to be moved above ground. He said the east side of the building has been completed and the west side is being worked on. Clyde said when the 2019-20 budget was prepared last year, they didn't know about this \$15,000 expense. The budget will be adjusted for this during spring budget revisions. Clyde said this will be treated as an operating expense and noted that Cal Water is doing the work, not FMS.

- E. **Information Item: WREC and Union Facilities** – Clyde presented to the committee regarding centralization of the WREC and Union. She said that two months ago Jesus Torres, the WREC custodial manager, left. She explained that when there is a vacancy, it provides an opportunity to look at what we are doing and make sure we are being the most efficient. Clyde said that although the Union and WREC buildings don't necessarily mirror each other, they are looking to combine the two areas, which both come out of the same budget. She said they have been looking at all positions and how best to centralize and gain efficiencies. With rising health care and other expenses, Clyde said they collected cost bids on two companies to see if it made sense to bring in an entire cleaning staff, and lay off AS cleaning staff. Upon

review of the companies, she said it would be more expensive to outsource and we wouldn't get the same kind of quality work as done by our own staff. Clyde said multiple meetings have been held regarding both buildings and gaining some efficiencies, noting this can be done because the Associate Executive Director position is currently vacant and Torres' position is gone. She said Sicheneder would move over to the BMU and take on some of the responsibilities that were in Clyde's past role regarding Union specific items. Trujillo would move to the WREC and operate both buildings, as there wasn't a true facilities manager at the WREC. Jason Wright, the BMU custodial manager, would also move over to the WREC and then all custodians would report to him. Teresa Clements, the assistant director at the WREC would step up and take on more of Sicheneder's responsibilities at the WREC. Clyde said they don't know exactly what this will look like yet and will possibly need to put in a Union Operations person. She said they're also not sure yet what the night and weekend position might look like. She said they will wait until the first changes have been made before looking to hire or move anyone else. Clyde next reviewed cost implications, noting that overall, the first initial phase will show a decrease in the budget. There is the possibility of needing to add a lead custodial position or maintenance person. Grimm said all four staff (Sicheneder, Trujillo, Wright and Clements) already have full time jobs and questioned if any of their job functions would be redistributed. Clyde said responsibilities would be shifted for each of them. She said Wright currently cleans, but will now be managing, so there may be some backfill in the cleaning area. Clyde said she does not want to backfill her old position yet, until she has spent time in her new position and gets a better understanding. She said there would be either a cost savings, or break-even by doing this restructuring. Clyde said with minimum wage increasing and positions costing more, they would be saving on not hiring more staff. She said in this shift, instead of bringing on someone brand new, they would be giving four great workers additional responsibility and compensating them for the additional work they take on. She said there would be savings due to less benefits costs.

- VI. **EXECUTIVE DIRECTORS REPORT** – Clyde had no report.
- VII. **WREC DIRECTORS REPORT** – Sicheneder said Scott Yoder is the new Adventure Outings Assistant Coordinator. He also updated regarding the new-hires for Rec Sports, which is located at the WREC. Sicheneder said the locker room doors are in the process of being expanded and Colin Chambers is coordinating with FMS to have the WREC spa redone. He said they have not heard back from Guinness regarding the corn hole tournament; however, the event will be presented at the NIRSA Conference.
- VIII. **ASSOCIATE EXECUTIVE DIRECTOR'S REPORT** – Pulled from the agenda.
- IX. **VP APPOINTEE'S REPORT** – Lopic had no report.
- X. **CHAIR'S REPORT** – Biedermann had no report.
- XI. **ANNOUNCEMENTS** – None
- XII. **PUBLIC OPINION** – Limited to three minutes per speaker, five minutes for entire topic – Peterson said the Government Affairs Office would be hosting an Open House on Wednesday, January 29 from 4 to 6 p.m. In addition, election packets will be available for those students interested in running for a position. She said a photo exhibit from various students that sit on AS committees or councils is on display on the second floor. Krater said Kelsey Torres is the new Conference Services Manager. She also noted that Dr. Laymon Hicks, a motivational speaker, would be speaking at 3 p.m. in BMU 203 on January 29, in conjunction with kicking off the elections cycle.
- XIII. **ADJOURNMENT** – The Chair, Biedermann, adjourned the meeting at 3:11 p.m.