Thursday, February 4, 2016  
12:30 p.m.  
BMU 205

MEMBERS PRESENT: Andrew Roberts, CC Carter, Ismael Figueroa, Nicole Kowalczyke, Clarisse Austria, Kathleen Moroney, Art Cox.

MEMBERS ABSENT: Amanda Labrado, Haley Holmes, Curtis Sicheneder

OTHERS PRESENT: David Buckley, Lea Youngkamp (recording), Jamie Clyde, Deborah Lemmo, Shar Krater.

I. CALL TO ORDER – The chair, Roberts, called the meeting to order at 12:31 p.m.

II. AGENDA – Item X. was changed to Associate Executive Director's Report. Motion to approve the 2/4/16 meeting agenda (Austria/Figueroa) 5/0/0 MSC.

III. APPROVAL OF MINUTES – Minutes of the 12/8/15 regular meeting. Motion to approve the minutes of the 12/8/15 regular meeting, as presented (Kowalczyke/Cox). 5/0/0 MSC.

IV. ANNOUNCEMENTS – Clyde introduced Elaine Kramer, the new Catering/Conference Services Manager.

V. PUBLIC OPINION – None

VI. OPINIONS – None

VII. BUSINESS

A. Action Item: Approval of Revised Resolution for Establishing Time and Location for Bell Memorial Union Committee Meetings – Spring Semester of 2015-16. Motion to approve Revised Resolution for Establishing Time and Location for Bell Memorial Union Committee Meetings – Spring Semester of 2015-16 Academic Year, as presented (Austria/Cox). Roberts explained that this is reestablishing the meeting time and dates for BMUC. 5/0/0 MSC.

B. Information Item: Increase in cost of marquee of $1,384 – Clyde explained the first initial price that was approved by the committee is not enough to cover the cost of the marquee. The price has gone up, due to sales tax being increased because the installation company has changed. $1,384 is being requested to cover the cost. The marquee will be ordered once the funding increase is voted on and approved. Clyde showed a photo of what it would look like once installed. Discussion was held about the timeline of the marquee, and how the approval will help move this project along.

C. Information Item: Updates on Current Projects/Future Projects – Buckley advised the committee that Charlie Curtis, Deanna Jarquin and others looked at an all-purpose turf field in Oroville to get an idea of what it would look like if one was installed at our campus in order to serve more students. He said including lighting, it would cost about 3-4 million dollars to install the turf field. Buckley explained that although the Rec Sports Department is located in the WREC, it’s a University department. He said it includes sports clubs, intramural and summer camps. Buckley said there has been some discussion about merging Rec Sports with the AS, which is how this project was brought up. He said he believes we’re the only AS in the system that Rec Sports does not fall under the AS. Buckley said the green field they’re talking about is between the football stadium, railroad tracks, and north of the tennis courts. Discussion was held and Buckley said further discussion would be held regarding whether or not to move forward with this project. • Roberts suggested as one of the projects the committee could do this semester would be to work on putting something in the display areas on the Marketplace level of the BMU. He also said there is a lot of space in the BMU that could be better utilized to serve students, such as BMU 008 (old Common Grounds location). He suggested the committee walk around the BMU to get ideas for the space. Buckley explained that a survey was distributed to students previously about what they would like in the space, but another could be submitted to get some accurate data.
D. **Information Item: 11/30/15 Student Union and WREC Summary Income and Expense Statements** – Clyde reviewed the Student Union budget, noting that 33.16% of the budget was expensed and 48.51% of projected income was generated. The WREC statement was next reviewed, and it was noted that total revenue was at 49.74% of approved budget with total expenses at 34.70% of approved budget.

E. **Information Item: 12/31/15 Student Union and WREC Summary Income and Expense Statements** – Clyde reviewed the Student Union budget, noting that the benchmark was 50%. She said that 39.59% of the budget was expensed and 51.15% of projected income was generated. Regarding the WREC, total revenue was at 50.20%, with total expenses at 40.85%.

F. **Information Item: 12/31/15 Student Union Fund Capital Expenditure Budget** – Buckley reviewed the report noting that BMUC approved the new tables and chairs in the BMU, and installation of cameras is still being worked on. He said a cell phone booster was installed in the basement level of the BMU. Buckley said that at a conference he attended, they saw an impressive t-shirt printer which could be used by students, which would allow t-shirts to be made at an inexpensive price. He also explained the building repair and replacement funds planned purchases for the year, as well as the WREC’s. He brought up replacing the carpet with replacement squares, polished concrete and remove the carpet all together. Network connections and wireless networks in the BMU and WREC are being updated.

VIII. **EXECUTIVE DIRECTORS REPORT**- Buckley update the committee regarding a potential composting unit for CSU, Chico. He said it was decided that the one that was available via donation to us would be too expensive for us to install and maintain. The issue right now is finding a machine that can break down the plastic cups that we have excess of on our campus and a way to deal with contaminated product, so the project is on hold. Buckley said the University would be willing to share the cost of the consultant to help with this, but as of now the project is on hold. For now, money will be invested on reducing waste and educating students on how to do so. Another possibility would be to get rid of paper towels and only use electric hand dryers. It would increase electricity, but would reduce waste significantly. • Buckley said last semester the Board asked him to form a proposal to develop an AS Marketing Department. He said each program and service does what they can currently, but it could be useful for many programs to have a unified department. He said he put together a rough proposal which included one career marketing manager, graphic designer, and a few students. He will keep the committee updated regarding this item. He said if this goes forward and they go with a centralized model, everyone would share in the cost of that department and explained. • Buckley explained they may be looking at having a feasibility study done regarding space in the BMU and explained the process. He noted the large space of the Financial Services Office would also be a good area to be redesigned to better serve students.

IX. **WREC DIRECTORS REPORT**- In Sicheneder’s absence, Clyde reported that a custodial position at the WREC is open that they hope to fill soon. The pool heater should be installed soon, which will increase its temperature significantly. Over 100 WREC employees attended an Active Shooter training. Clyde reviewed upcoming WREC events scheduled for February. The WREC/Adventure Outings was mentioned twice in the CSU, Chico Statements magazine.

X. **ASSOCIATE EXECUTIVE DIRECTOR’S REPORT**- Clyde said the BMU has been very busy; Catering and Conference Services are in final stages of their merger. She noted they will now be located in BMU 213. The entire dining menu has been updated, which hasn’t been changed in 7 years and more details will be provided soon. The student menu and pricing will be produced at the end of February, which will be available 7 days a week until 7 p.m. The booking system will also be changed to online, in order to make it more convenient for students. • Strategic Plan updates will come out mid-February. Clyde said the Facilities Manager position has been opened.

XI. **VPS’ APPOINTEE REPORT** – Labrador was absent.

XII. **CHAIR’S REPORT**- Roberts said that he researched all CSU student unions and how they utilize theirs on other campuses. He said Sacramento State’s campus has a relaxing environment, which is mostly due to being a commuter campus. He will be looking into that more, as well as how we could turn the BMU into a
more relaxed and inviting space to draw in students. He said he will also be looking in to the turf field idea previously discussed.

XIII. ANNOUNCEMENTS – Buckley announced that CSUC’s presidential search group was here and reviewed the hiring process. Figueroa said he has noticed the quality of books in the bookstore have increased greatly. Roberts said it’s a more impressive bookstore, a lot more competitive.

XIV. PUBLIC OPINION – Lemmo said the BMU is full of student groups now that the semester has started. She noted that on Wednesdays between 5 and 10 p.m. all conference rooms are booked.

XV. OPINION – Roberts thanked everyone for helping him as he adjusts to his new position and said he’s looking forward to upcoming meetings this semester.

XVI. ADJOURNMENT – The Chair, Roberts, adjourned the meeting at 1:46 p.m.