

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

Thursday, October 5, 2017

2 p.m.

BMU 205

MEMBERS PRESENT: Zach Scott, Joel Ramirez, Art Cox, Vincent Rivera, Joshua Colclazier, Trevor Guthrie, Moses Salgado, Carlene Dyer, Roman Aguirre, Annabel Grimm

MEMBERS ABSENT: None

OTHERS PRESENT: David Buckley, Karen Bang (recording), Jamie Clyde, Eliza Miller

- I. **CALL TO ORDER** – The chair, Scott, called the meeting to order at 2:02 p.m. Introductions were made.
- II. **AGENDA** – **Motion to approve the 10/5/17 agenda, as presented (Salgado/Guthrie) 8-0-0 MSC.**
- III. **APPROVAL OF MINUTES** – Minutes of the regular meeting of 5/8/17. **Motion to approve the minutes of the regular meeting of 5/8/17, as presented (Aguirre/Salgado) 8-0-0 MSC.**
- IV. **ANNOUNCEMENTS** – None
- V. **BUSINESS**
 - A. Action Item: Approval of Resolution for Establishing Time and Location for Bell Memorial Union Committee Meetings for the academic year 2017-18. **Motion to approve Resolution for Establishing Time and Location for Bell Memorial Union Committee Meetings for the academic year 2017-18, as presented (Salgado/Guthrie).** Scott explained that this is the schedule of BMUC meetings for the academic year. **8-0-0 MSC.**
 - B. Information Item: Revisions to Associated Students Corporate Codes – Duties for the Vice President of Facilities and Services – Scott explained that a review of all Corporate Codes is being done and revisions are being made in order to update and provide consistency. This item will return for approval at the next BMUC meeting.
 - C. Information Item: Revisions to Associated Students Corporate Codes – Bell Memorial Union Committee Code – Scott said same as the Duties for the Vice President of Facilities and Services, this code is being updated as well. This item will also return for approval at the next BMUC meeting.
 - D. Information Item: Update on Network Refresh Costs – Clyde said they've been looking at the camera system for the Union, and noted this has been an ongoing project over the past three years. She explained that this has turned into a rather complicated process as they have to work with both the campus IT Department and Facilities Management Services. She said cost of the total project has increased from \$60,000 to over \$100,000 and was to be split between the Union and Dining Services. Clyde said they're taking a step back to reevaluate and make sure it's still worthwhile to continue with this project. Buckley said BMUC previously approved expenditures twice for outside cameras and ASBC approved for the Marketplace area. He said if they decide to come back to the committee with new numbers they'll explain why, or if they want to cut back on the project. He noted that if the price increases, BMUC is required to approve the increase. Buckley explained this committee is the "landlord" of the BMU and WREC.
 - E. Information Item: Second Floor Refresh – Clyde said that last year the bottom floor of the BMU was redesigned, the Zen Den was added to the third floor, a third floor refresh of floors and paint was done, the Marketplace was refreshed, Urban Roots was added, and the second floor lounge area floor was changed from carpet to concrete. She said the second floor lounge area refresh of the furniture, which has not been done yet, was approved last year. Clyde said this work would hopefully take place during the winter intersession. She reviewed the current layout of the second floor lounge area, and noted the bottom level of the BMU has a lounge type feel, and that the second floor is more of a study area. She explained that the current furniture is about 17 years old. She said the Union is considered the "living room" of the campus. Regarding the second floor lounge area, she said they are trying to stay modern but classic, not trendy. She showed the suggested new layout, which includes two large communal tables, which would be powered. She said use of the area is 50/50

regarding group studying and individual usage. Clyde said various types of seating would be provided and reviewed furniture pieces with the committee, including samples of furniture material. She said although further research needs to be done they are looking at possibly changing the wave wall into a living wall, with plants, which would go towards the value of sustainability. Clyde said \$190,000 has already been approved by BMUC for this refresh and unless she needs additional funds, she won't need to come back for approval. Buckley said it's important for committee members to provide feedback as they represent the students here on campus. Rivera said bar stools will break and if there is no back on the chairs, it causes backs pain. Dyer said she personally loves the school colors, and did not like the yellow color. She liked the idea of the plant wall and liked the overall suggested furniture changes. Colors were discussed, as well as a possible laptop bar. Clyde was requested to provide additional sample colors; she noted there would be a design cost.

- F. Information Item: 6/30/17, 7/31/17 and 8/31/17 BMU and WREC/AO Summary Income and Expense Statements – Buckley said Clyde will review the BMU financials with the committee on a monthly basis and Curtis Sicheneder will review the WREC/AO financials. She reviewed FY 2016-17 Union income, noting total income was 101.28% of projected income and total expenses were at 93.15%. Clyde reviewed the budget in detail, explaining large variances. Clyde next reviewed the August report, noting total expenses at 11.66% of approval annual budget, and generated 4.12% of projected income. She noted it takes until mid-year for revenue to be provided from the State to the AS which skews budget numbers for a good part of the year. Clyde next reviewed the 6/30/17 WREC financials, noting total revenue at 100.99% of approved budget and total expenses at 96.62% of approved budget. For August, total revenue was at 2.55% of approved budget and total expenses at 13.59% of approved budget.
- G. Information Item: Local Agency Investment Fund and Certificates of Deposit for quarter ending 6/30/17 – Buckley reviewed the three investment earnings areas with the committee noting that since we have student fees we can't invest in the stock market. He said funds are placed where there is no risk of losing money.
- H. Information Item: 6/30/17 Student Union Fund Capital Expenditure Report – Clyde explained and reviewed the report with the committee. She said \$203,926 was expensed for Student Union and \$234,213 was expensed for the WREC (Salgado left the meeting at 3:25 p.m.).

- VI. **EXECUTIVE DIRECTORS REPORT-** Buckley explained how student unions were formed; saying they first began in Cambridge and Oxford in the 1700's. He said the first student unions in the U.S. were at the University of Pennsylvania and Harvard; this student union was built in the 1960's. He said the word union does not refer to a labor union, but from the idea of students getting together and joining.
- VII. **WREC DIRECTORS REPORT** – Clyde said in the first 11 days of schools there were 34,489 WREC visits, which is the highest amount they've had during this time period. She said new hand scanner turnstiles were installed over the summer (Cox left the meeting at 3:30 p.m.). She noted these new scanners are more sensitive than the previous ones so many of the fingerprints did not always register. In order to avoid having to rescan everyone, and register over 4,000 new income freshman, Sicheneder had to purchase three new readers for \$8,374, which was over budget.
- VIII. **ASSOCIATE EXECUTIVE DIRECTOR'S REPORT-** Clyde said big items over the summer were the roof and third floor. They are also working on LED lighting in the auditorium and finishing the new Wildcat Leadership Institute area.
- IX. **VPS' APPOINTEE REPORT** – Aguirre reported that ASBC had their first meeting and they reviewed the financial statements for Dining Services. He noted retail spaces are operating at a loss, but Sutter is running where it should be. He said Butte Station sales are down, coffee shops are at capacity and concessions variances are high because of sporadic sport attendance.
- X. **CHAIR'S REPORT-** Scott thanked the students for sitting on this committee and getting involved. He said a student stopped by his office and suggested they could perhaps get rid of the mall feel in the galleria area by placing artwork on columns. He suggested to Scott that perhaps students could submit for this. Clyde said students could submit for showing their artwork in the third floor gallery as well as an area of the second floor. Scott said electronic bulletin boards were approved by BMUC for the BMU and they are planning to make these similar to Four Winds at the WREC, and interactive. Scott said it is often difficult for student

organizations to reserve rooms on campus and it was noted that Deborah Lemmo will present a BMU space study and how we have utilized our space.

XI. ANNOUNCEMENTS – None

XII. PUBLIC OPINION – Limited to three minutes per speaker, five minutes for entire topic – None

XIII. ADJOURNMENT – The Chair, Scott, adjourned the meeting at 3:37 p.m.