

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

Thursday, November 16, 2017

2 p.m.

BMU 205

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

MEMBERS ABSENT: Michal Hanson, Annabel Grimm

OTHERS PRESENT: David Buckley, Vikram Badri (recording), Jamie Clyde, Curtis Sicheneder, Keith Crawford, Jenna Walker

- I. **CALL TO ORDER** – The chair, Scott, called the meeting to order at 2:03 p.m.
- II. **AGENDA – Motion to include addition of Information item K, The Living Wall, and approve the 11/16/17 agenda, as revised (Salgado/ Guthrie) 5-0-0 MSC.**
- III. **APPROVAL OF MINUTES** – Minutes of the regular meeting of 10/19/17. **Motion to approve the minutes of the regular meeting of 10/19/17, as presented (Aguirre/Salgado) 5-0-0 MSC.**
- IV. **ANNOUNCEMENTS** – None
- V. **BUSINESS**
 - A. Action Item: Approval to increase 2017-18 SFAC budget by \$50,000. **Motion to approve increasing 2017-18 SFAC budget by \$50,000, as presented (Salgado/Colclazier).** Scott said that last year the funding was suspended for spring and that it would be appropriate to bring it back for potential use now. Discussion was held. **6-0-0 MSC.**
 - B. Information Item: Appointment by Vice President of Facilities and Services of Carlene Dyer as Vice Chair of the Bell Memorial Union Committee – Scott announced that Dyer would be the Vice President for this committee.
 - C. Information Item: Adventure Outings Presentation – Walker and Crawford presented about the Adventure Outings (AO) program and said it is a comprehensive program serving the Chico State community that includes a range of trips including skiing, kayaking, hiking, etc. The Adventure Outings office is located in the basement of the BMU where students can visit for questions about AO trips, register etc. The equipment rental center and the climbing wall are located at the WREC. They also have special events such as the Banff Film Festival, which is held every April. They also oversee the Bike Cart, which is the bike repair service on campus. AO served about 15,000 people last year. Walker said their department consists of three professional staff and over 50 student staff. She said most student staff are trip staff, who come in as assistant leaders or unpaid interns and through trainings and gaining experience, move on to become paid trip leaders. Students also work at the equipment rental center and the climbing gym. Last year they had over 12,000 hours of peer leadership. Crawford presented about the trips program and played a video highlighting this program. He said they average about 30 trips per semester, but this semester there were approximately 36 trips. They next presented about the Wildcat Wilderness Orientation (WWO) which is a program for incoming students. Walker reviewed the trends and issues that they have noticed over the past five years, such as there was a 14% increase in usage of the climbing wall. The other trends include increasing costs and budgets as well as staff training. Guthrie questioned about the average pricing for the trips and Walker said it depends on the kind of trip, but prices could range between \$10 for photography trips to a maximum of \$250 on outdoor trips that could last for a week. She said the average AO trips costs about \$100. Buckley added that one of the things that they focus on is to keep the cost of trips as low as possible for students. Cox added that employers recognize the skills that students gain out of working for AO and that it's a remarkable program.
 - D. Information Item: Revisions to Associated Students Corporate Codes – Duties for the Associated Students Vice President of Facilities and Services – Buckley said all of the Corporate Codes are being reviewed and changes to these duties mainly has to do with making the role of the chair of this committee clearer in terms of the position and votes in case of a tie, and some concerns about the role of the vice chair.

- E. Information Item: Revisions to Associated Students Corporate Codes – Sustainability Program Fund Allocation Committee Code – Buckley said that similar to Item D., this code was also reviewed for consistency and clean up. He added that when the code was originally written, any projects above \$5,000 in SFAC would come to BMUC to be ratified and that somehow in one of the revisions it was removed, but has now been added back in.
 - F. Information Item: 9/30/17 BMU and WREC/AO Summary Income and Expense Statements – Clyde presented the budget summary, noting that the Student Union expensed 18.85% of their approved annual budget and generated 47.27% of the projected income, meaning they had spent less than budgeted and generated more income. Sicheneder reviewed the WREC/AO summary and said they are above the benchmark of 25%. He said total revenue was at 48.68% of approved budget and total expenses were at 22.36% of approved budget.
 - G. Information Item: 9/30/17 Student Union Fund Capital Expenditure Report – Clyde reviewed the Student Union report with the committee, noting that the budget was about half a million dollars and that they had only spent \$108,227 so far. Sicheneder reviewed the WREC portion of the report and said the major portion of expenditures was for the turnstile replacement.
 - H. Information Item: Local Agency Investment Fund and Certificates of Deposit for quarter ending 9/30/17 – Buckley talked about the schedule of investments and earnings, focused on Student Union, and that this was for the quarter from July 1 to September 30. He added that it was probably the first time in approximately 10 years that they have had a Return on Investment above 1%.
 - I. Information Item: Purchase of a new vacuum – Clyde said that they had budgeted for the purchase of a new vacuum cleaner this year. She said when they had budgeted for this item; they had budgeted for a smaller vacuum cleaner. Based upon the custodians' request for a larger one, they increased the budget from \$1,500 to \$3,500 for the vacuum.
 - J. Information Item: Dock Lift – Clyde said that this item is not budgeted for; Buckley added that before this building was renovated they had a ramp, and that the architects had not taken into consideration how items were to be brought in to the building, so for about a year they had to do the best they could to get items up. He said they eventually bought the current dock lift. Clyde said they looked into repairing the current lift and it would cost about \$8,000. She said they also looked into the purchase of a brand new dock lift and it seems more beneficial to go with the purchase of a new lift. This item will be brought back to the next meeting as an Action item.
 - K. Information Item: Living Wall – Clyde said this item was not included in the budget and would cost approximately \$20,000; however, she said it looks like they would be under that cost. She added that she would come back to the next meeting with more specific information. She said they are looking into doing a wallpaper style on the walls, including six living wall (live plants) pillars at approximately \$2,000 each. Scott said the purpose of this is to give a better feel in the BMU and that this would be a good way to revitalize the feel in BMU. He said this would be discussed further at the next meeting and their goal is to get this done by the winter intersession.
- VI. EXECUTIVE DIRECTORS REPORT-** Buckley said that the AS gives leadership opportunities to students and a platform to develop skills whether it has to do with marketing, planning, time management or any other useful skill, and that this has been one of the core values of the AS. He added that there was a study done which showed data that students involved in recreation centers have a higher GPA and a higher retention rate and noted these same benefits are happening here to our students.
- VII. WREC DIRECTORS REPORT** – Sicheneder said that boot camp class attendance is going down and that personal training is going up so they are looking at hiring more personal trainers. He said they had a third-party risk auditor come in last year and said that they needed more certifications for the personal trainers as a requirement. He added that a lot of new equipment has been added at the WREC. He talked about a capstone project involving a slackline platform across the pool that the engineering students are working on for the year, partnering with business off campus. Sicheneder said participation at the WREC is slightly down (by 4%) as compared to last year. He said they have taken over the lighting controls from FMS and are learning the software on the job with some assistance.

- VIII. ASSOCIATE EXECUTIVE DIRECTOR'S REPORT** – Clyde said that they had budgeted last year to replace the lights in the atrium to LED lights and are looking into this. She said they might be changing some of them during the winter intersession in two phases. The first phase would be to get the lights in the building and the second phase would be to plan as this would change the infrastructure slightly and they are looking to install adaptive lighting control.
- IX. VPS' APPOINTEE REPORT** – Aguirre did not have an update.
- X. CHAIR'S REPORT**- Scott said that he would be meeting the IT director about the interactive board in the next week and invited members of the committee to join him for this meeting. He added that they are looking into the diverse art project; a student had approached Scott to do the Pillars of Diversity where six different student groups would come up with ideas to put up their artwork on the pillars that would represent their diversity. Scott said he discussed this with Clyde and Buckley and noted there are more than six diverse groups on campus. He said they would need to look into ways to get all diverse groups involved in this project. In terms of structural changes like adding benches, Clyde and Scott are still waiting on the fire marshall to get back to them regarding this. Further information will be provided in the future. Scott said another issue that they are facing right now is lack of participation of students in the student Government Affairs and that he would have an update on addressing this soon.
- XI. ANNOUNCEMENTS** – None
- XII. PUBLIC OPINION** – None
- XIII. ADJOURNMENT** – The Chair, Scott, adjourned the meeting at 3:08 p.m.