

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

Tuesday, April 3, 2018

9:30 a.m.

BMU 205

MEMBERS PRESENT: Zach Scott, Joel Ramirez, Michal Hanson, Art Cox, Michal Hanson, Joshua Colclazier, Trevor Guthrie, Roman Aguirre, Annabel Grimm, Brayden Cleland, Gracie Pachie

MEMBERS ABSENT: Joshua Colclazier, Trevor Guthrie

OTHERS PRESENT: David Buckley, Jane Raley (recording), Jamie Clyde, Curtis Sicheneder

- I. **CALL TO ORDER** – The Chair, Scott, called the meeting to order at 9:32 a.m.
- II. **AGENDA – Motion to approve the 4/3/18 agenda, as presented (Hanson/Cleland) 5-0-0 MSC.**
- III. **APPROVAL OF MINUTES** – None
- IV. **ANNOUNCEMENTS** – None.
- V. **BUSINESS**
 - A. **Consent Agenda** – *All items listed under the Consent Agenda are considered routine and are enacted by one motion without discussion. A member of the committee who desires a separate discussion of any item may pull that item from the Consent Agenda. Motion to approve the Consent Agenda (Aguirre/Hanson) 5-0-0 MSC.*

Revisions to Associated Students Corporate Codes

 - 1) Bell Memorial Union Room Reservation Policy
 - 2) Bell Memorial Union Posting Policy
 - B. **Information Item: Student Union Budget (including Capital Expenditures), estimated results 2017-18 and proposed budget 2018-19** – Buckley provided a general overview of the Student Union budget. He reviewed estimated 2017-18 and 2018-19 income including fees, reimbursements, program/rent/other, and the total. He next reviewed 2017-18 and 2018-19 expenses including debt from BMU and WREC, salaries and benefits, HR/IT/Admin/FSO, operating expenses, programs, repair and maintenance, and total expenditures. He said the biggest expense they have is the debt we pay on the BMU and the WREC at \$5.3 million. Buckley provided an overview of the 2017-18 highlights as well as planned purchases for 2017-18 and 2018-19. The 2017-18, 2018-19, and 2019-20 surplus campus reserves and local net assets above reserves were also reviewed, which Buckley said shows we are in a very good financial position. He said the committee should feel good about the budget plan as we do not have to ask students for more money, we are building a budget where we are trying to serve students in the best possible way, and taking care of the buildings. He also reviewed net assets and explained that our unfunded liability should be paid off because we are in a good cash position.
 - C. **Information Item: 2/28/18 Combined Student Union and WREC/AO Summary Income and Expense Statement** – Clyde reviewed the statement, noting that Student Union has expensed 57.30% of the approved annual budget and generated 94.18% of the projected income. She said Conference Services income is still running lower than expected so she had Deborah Lemmo run a report and they found that there are so many student bookings that the rooms are full, so are unable to book for people that pay money. This means there are more bookings with less revenue. She did note that a new customer, Butte Environmental Health, will be holding a conference here, which should bring in a lot of revenue. At the WREC, they are seeing a rise in guest passes but a small decrease in HIIT classes. The bike auction will be held soon. Overall, under in expenses and over in income.
- VI. **EXECUTIVE DIRECTORS REPORT** – Buckley said there are multiple positions in the recruitment process: Director of Leadership Development, Student Program and Events Coordinator, and Dining Director. He said the Director of Leadership Development will oversee the WLI Coordinator and AS Productions. Two or three skype interviews for the Director of Leadership Development have been done, and the plan is to do two more next week. This position will be filled first, before the WLI Coordinator position is filled. Buckley said within the next few weeks they will start doing interviews for the Student Program and Events Coordinator and the

Dining Director. Two final forums regarding fee increases will be held, one for the public and one for Club/Organization Presidents and Treasurers. The vote regarding the fees will be April 25-26. AS Elections will be held April 18-19. Scott recommended attending a forum to get the correct information.

- VII. WREC DIRECTORS REPORT** – Clyde said the WREC staff is planning something for their five millionth customer.
- VIII. ASSOCIATE EXECUTIVE DIRECTOR'S REPORT** – Clyde said they have almost completed installing the new furniture on the second floor. She said she has heard nothing but positive comments from students. Clyde said she was concerned that with the timing of the fee increases it would look like we were spending money out of nowhere while asking the students for fee increases, even though this project has been a year in the making. Textured wallpaper will be installed this summer and the wall planters will be on display in time for Choose Chico. She said they will be doing a 3,000 cupcakes display for Choose Chico in the Bookstore. Clyde met with representatives from Panda Express and Panera to show them spaces in the Marketplace.
- IX. VPS' APPOINTEE REPORT** – Aguirre reported that ASBC's focus is on budgets right now.
- X. CHAIR'S REPORT** – Scott said that in terms of SFAC, rubrics will be emailed to everyone this Friday, April 6 and asked that everyone look over and have their part done by 2 p.m. on Monday, April 9. He said there will be about 10 proposals. The SFAC meeting will be held Friday, April 13 from 2 to 5 p.m. in BMU 205.
- XI. ANNOUNCEMENTS** – The Career Fair will be held in the BMU Auditorium on Wednesday April 4 from 10 a.m. to 2 p.m.
- XII. PUBLIC OPINION** – Limited to three minutes per speaker, five minutes for entire topic – None.
- XIII. ADJOURNMENT** – The Chair, Scott, adjourned the meeting at 10:11 a.m.