



**Union WELL Inc. Budget and Finance Committee  
Minutes**

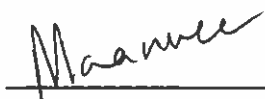
**March 30, 2022, 7:30am  
Zoom Meeting**

1. The meeting was called to order at 7:35 am by Lopez
  - a. Present: Jasmine Lopez, Sebastian Raya, Missy Anapolsky, Maanvee Mehrotra, Lauren Garrett
  - b. Also present: Jill Farrell, Bill Olmsted, Amy Jacobsen, Tori Butler
2. Public Comment: None
3. Approval of Minutes of March 11, 2022 (MSP: Anapolsky, Raya)
4. 2022-23 Budget
  - a. Personnel
    - i. Olmsted shares a 2021-22 and 22-23 budget to budget comparison, and discusses variance factors. The \$1.3 million increase in expenses is largely due to personnel, which has been especially challenging the past two years. He explains the difficulties in hiring and lists the currently vacant full-time positions as well as new positions that have been created. The full-time staff increase in 22-23 is \$690,700 including wages, taxes, benefits and the 10% UEI (University Enterprises, Inc) fee. Other impacts include salary increases for cost of living adjustment, as well as pay for performance. Student wages will increase by \$321,000. He notes that the organization typically employs over 300 students between the University Union and the WELL, and departments are still struggling to hire students. The hope is that campus and the facilities will be back to full operations by fall. The UEI board authorizes potential salary increases but does not vote on it until their May meeting. Wages are closer in line with campus after the compensation study. We are budgeting a conservative 4% salary pool, which equals \$212,000 including taxes and the UEI fee, for 22-23.
    - ii. Benefits, which is historically a volatile number seems to have more stability since switching to a new plan. We are not budgeting for an increase in medical, dental, and vision, however PERS is increasing 2.12%. The proposed budget for personnel benefits as a whole reflects a \$41,000 savings in the coming year. The total impact of personnel, when comparing budget to budget, is \$1.2 million, which includes vacant and new positions, student wages, salary increases, benefits, and the UEI 10% fee.
  - b. General Expenses
    - i. Olmsted discusses campus cost allocations, which are for services that the organization pays campus, such as IRT, public safety, mail, etc., and reflects an increase just under \$40,000. He then reviews utilities for The Union and The WELL, which has been challenging since the expansions. Unfortunately, the organization does not have data for a full year of operations with a full student body on campus since completing both the University Union and the WELL expansion. Utility prices have increased, especially natural gas. The total impact on utilities in the Union is a \$32,000 decrease in budget and utilities for the WELL are increasing about \$80,000 due to the expansion and the rise in gas prices.

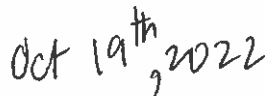
- ii. Olmsted discusses custodial, which is done with an outside vendor and is the biggest contract the corporation holds. It went out to bid this year, as is done every few years to test the market to ensure quality and service, in addition to the best price. The RFP (request for proposal) process just concluded, the committee is in the process of reviewing and scoring the proposals. The budget for custodial labor is based off the bids and includes an increase of \$57,000 in the University Union and \$22,000 in the WELL. Between campus cost allocations, utilities, and custodial, the total impact is an increase in budget of \$165,000.
- c. Capital
  - i. Olmsted states next year's budget for capital items includes custodial equipment, facility, and radio repeater expansion, which totals a little over \$37,000.
- d. Plant Fund (Repair and Replacement)
  - i. Olmsted reviews the repair and replacement (RR) project list including fitness equipment, furniture, new golf carts to replace the oldest ones, reupholstering, remodel of Terminal Lounge which is now Relaxation Station, and continuing minor esthetic upgrades in the buildings. Also, \$5,000 will go towards the art fund, which is used to purchase student art or other pieces of art from the local community. The total impact of RR is \$552,000, and the impact of capital and RR combined is \$589,000.
- e. Non-Recurring Maintenance and Repair & Capital Improvement (TBU01 &TBU04)
  - i. Olmsted explains that TBU01 and TBU04 budgets capture bigger pieces of equipment and projects. The projects already approved were sent in the packet, some of which are not completed and will roll over to next year. Moving into 22-23, the hope is to get more projects taken care of by working with the campus facilities department, and potentially getting a dedicated job order contractor (JOC). He discusses the TBU01 project list including sanding-down and re-striping WELL fitness studios and racquetball courts, carpet in the WELL, air handler replacements, and studying the ability to install roof cranes on both buildings. All of which total \$1.4 million. TBU04 projects include remodeling the maintenance shop in the WELL and adding WELL loading dock gates to curtail activities, unintended traffic, and keep the property safe. TBU04 projects total \$625,000, and the grand total of TBU01 and TBU04 is just over \$2 million. Farrell notes that adding the loading dock project is what caused the revised packet.

5. The meeting was adjourned at 8:17am

Respectfully Submitted:



Authorized Signature



Date