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The WELL Advisory Group Meeting
February 6, 2019

Minutes

1. The meeting was called to order at 7:35 a.m. by Smith
 - A. Present: Breyanna Hillyard, Ethan Shaw, Trinity Jackson, Dominique Rosete, Mark McGushin, Christa Paul, Brittani Gastinell, Elena Larsen, Jamie Hoffman, Mark Sohl
 - B. Also present: Kate Smith, Tori Butler, Barrett Ward, Bill Olmsted,
 - C. Absent: Jessica Swart, Jill Farrell,
2. Public Comment: None
3. Consent Calendar:
 - A. Approval of Advisory Group Minutes for November 28, 2018
[Consensus for approval of minutes as written: Passed]
4. Old Business
 - A. Expansion update: Olmsted & Smith
 - Olmsted begins with an update on the Union expansion which is getting closer to completion. Construction is getting finishing touches, and furniture is being moved in. Issues have come up with Fire Marshall testing, involving a series of tests. Today, the Union is closed until 9am to test the emergency power generator. Next Wednesday, a full-building fire alarm test is scheduled. The building may need to be closed during test, but the team is hoping it can be conducted at a time when no events are going on, so the building can still be open for services. Olmsted offers the group a preview tour, encouraging members to email him to schedule a walkthrough.
 - Smith provides update on WELL expansion project announcing that the team finally received direction from the state Fire Marshall. The schematic design is being completed and will be presented to Capital, Planning, Design & Construction (CPDC) at the Chancellors Office on March 14. Smith discusses the recommendations from the Fire Marshall, stating that the majority of the issues were with the building's occupant load. Olmsted explains that when the occupant load is calculated for a building like The WELL, it's based on what is possible rather than what is typical. Fore example, the typical number of people in a fitness class is around 30 people, but 150 people are possible in the room, so the calculations are based on 150.
 - B. Field Space Feasibility Study: Smith
 - Smith shows illustrations of the project design, noting that it is intended to maximize student participation, impact stronger brand identity, and share field use among multiple

campus entities. Brailsford & Dunleavy noted that it is the best collaborated project they have worked on, which includes Union WELL Inc., Student Affairs, Athletics, Kinesiology, ROTC, Peak Adventures, Faculty Advancement, and SOAL. Plans include sand volleyball courts, adding lighting, a turf field as well as a natural grass field. Smith notes that, right now, the project doesn't have full funding but President Nelsen is passionate about getting the project done. There is possibility of waiting on some parts of the project such as lighting the fields.

- Hoffman asks if the space will be locked. Smith answers yes, and adds that another major factor was securing the area to limit access. Right now, they are open use fields which contributes to the damage.
- Hoffman asks where pavilion and restrooms will go. Smith shows a different rendering of the project (#8), showing the pavilion, restrooms, storage, checkout, etc.
- Smith continues to discuss the functional improvements such as covered manholes for drainage. Shows images for potential branding, lighting concepts, fencing, and amenities. Staff calculates that there are about 1400 users per week, with all programs combined. With the renovation, Space Management can require space reservations for activities since space will be secure, possibly generating revenue. Smith states that Union WELL Inc. funded the first phase of the study and Student Affairs has committed to funding the second phase of the project. Union WELL Inc. is prepared to fund portion of project, but campus needs to come up with more funding in order to complete it.
 - Hoffman asks for explanation of hard cost versus soft cost. Smith explains that hard cost is construction costs, etc. And soft cost is overhead, project management, fees, etc.
 - Hoffman asks if lighting at Yosemite pool will be fixed with this project. Smith states that she doesn't believe the pool is included in this project. Olmsted states that, for now, the project is focused on the amenities required to sustain events and activities through the evening. Which could extend to the pool since it's adjacent to project area.
 - Sohl asks if Provost is involved. Smith confirms, and says yes.

5. New Business:

A. Elect WELL Advisory Group Chair: Smith (MSP: Hoffman, Shaw)

- Smith announces the need for new WAG chair since Omekam accepted a full-time position and stepped down last meeting. Opens floor for nominations, including self-nominations. Jackson nominates herself and stating that she has been on the committee for three years and is ready to take on the position.

B. WELL 19-20 Building Hours: Smith (MSP: Larson, Paul)

- Smith presents the WELL building hours proposal, which includes a comparison of 18-19 building hours versus 19-20. Smith discusses the building closures stating that the team compares against campus partners but also considers typical building usage. If usage is very low, it makes sense to close on those days. She notes that the building closes early during Causeway Classic and homecoming due to safety concerns. It results in a lot of complaints but tailgaters try to come in the building intoxicated, to use restrooms, which creates safety issues.
 - Shaw asks whether closures from the poor air quality was included in the proposal. Smith says no, because those closures were not planned. The proposal only

accounts for planned closures.

- Smith explains there is a struggle to find a balance between keeping the building open and being able to maintain the building and perform required maintenance work. For example, the court floors are refinished during winter closure to minimize impact on members.
 - Sohl asks if closures are required to perform maintenance, because he and friends would have liked to use the WELL the week after Christmas. Smith states that, in the early years, the building closed because of the campus closure for winter break, but it changed to where maintenance is done during that time to take advantage of building being closed.

C. WELL 19-20 Membership Rates: Ward (MSP: Larson, Sohl)

- Ward introduces herself and explains that she is attending the meeting in place of Swart, who is on out leave. She refers to the membership rate proposal and states that the proposal maintains the current rates for 19-20 due to the unexpected extension of expansion and uncertainty of how it will effect membership participation. She adds that once expansion is complete, rates will be evaluated. Ward reviews the proposal, rates, promotions, and discounts, noting that the only change is with the WELL building partners rate. Ward explains that Peak Adventures and Student Health and Counseling Services work in the building, but Peak Adventures will be moving back to the Union. Peak will no longer be a building partner and will no longer be eligible for the building partner rate. She adds that the rates of any current Peak members will not be increased, but new members will be at the new rate.
 - Paul asks where information on membership rates is published. Ward states that it can be found on the WELL website and handouts are also available at the front desk.
 - Larson refers to the Associated Campus program, and asks why rates are listed for 6 and 12 months if they essentially could only get up to 4 months for each semester. Smith states that they would only be limited to 4 months if they are only enrolled in 1 unit. Ward states that only 4 months can be purchased at a time, but they can come back after the 4 months if they are still enrolled. Ward acknowledges that the form is incorrect and should not have 6 and 12 month options.
 - Larson asks what the express membership hours are. Ward goes over express membership options and hours.
 - Sohl asks what the basis was for WELL building partner rates. Smith states it was established before building was open and she wasn't the Director at the time, but the idea was to be true partners, aligned with a commitment to the mission of having everyone in building use the facility.
 - Sohl asks about pre-paid alumni, and wonders how many of those members actually exist still. Ward states that she gets an average of 5-20 requests per month to confirm eligibility for the rate. She adds that the rate will always be offered and won't be phased out since they did pay for building when they attended.
 - Sohl then asks about Associated Campus program, adding that he is in a graduate program and also working on campus, so he gets a fee waiver because of his bargaining unit. He states that he would love to pay into the WELL but it wasn't option. If he wasn't an alumni member, he would have to pay \$32 per month. He wonders if there's a way to identify an alumni/associated campus member, for a better rate? Larson explains that if a student is eligible for fee waiver, they are not

paying Union WELL fees or other miscellaneous fees. This could include students who are employees or dependents of employees, there are many reasons to get fee waiver, and there are lots of people in the category. Ward states that most of those students qualify for special rates as alumni, staff, etc. WELL staff will always walk through what each member is qualified for, and offer the cheapest option. Ward adds that the Associated Campus rate is similar to campus fees and is a good deal since you can choose how many months to pay for, rather than the mandatory fee where you cannot choose. Smith adds that student fees pay for more than their WELL membership, there are activities, programs, professional development, etc. Alumni and staff don't benefit from other services and offerings as students do. With non-student members, there is also competition with other gyms and facilities. The team tries to find balance between having space for students and serving students, and keeping revenue coming in. Larson states that mandatory student fee for Union WELL Inc. is \$378 (verify) per semester.

- McGushin asks about the Sac State day pass, and whether anyone with a One Card can purchase one. Ward confirms, saying that anyone with a One Card (faculty or student) can guest themselves in with their card, but must physically have the card on them each visit.

6. Reports and Comments

A. Interim Executive Director: Olmsted

- Olmsted states that the Executive Director position has been posted and is active right now. The committee will start reviewing candidates in March, conduct initial interviews late march, campus interviews in April, with an official start date of July 1st. Olmsted explains that the Executive Director position had always been a state side position, but the structure has changed and the position has been moved to the auxiliary side, with UEI as the employer of record. The corporate bylaws were changed to reflect the position being on a different side, and to clarify the reporting structure and evaluation structure. During which time, the board structure was reviewed as well. The Board of Directors is historically an 11-member board with 6 students, but one more student position (SOAL) has been added as well as the Dean of students, for a 13-member board. Olmsted announces that the corporation has filled the IT analyst position. And there is a new vacancy in the maintenance department. Also, in addition to the work in the Union, walkway work will be starting next week through the end of March. He explains that there were ADA path of travel issues that had to be addressed in the Union east entrance, as well as the walkway from the back of the Union loading dock, and the south entrance by Roundtable and Epicure. The Union Information Desk is under construction, and has been temporarily moved behind the Hinde Auditorium. Should be completed next week. Anticipating opening the Union expansion side late this month or next, noting that the team is staggering areas to open and departments moving in. He is hoping to have the final schedule by the next meeting.

B. Director: Smith

- Smith states that 78% of students have activated memberships. She announces upcoming Intramural and climbing events, as well as Weight Warriors. She discusses changes in staff, announcing a new Coordinator of Operations and Aquatics, Anna Koch. Exercise physiologist gave his notice, and the position is posted. The Assistant Director of Fitness will help hire for this position and then will go out on paternity leave.

C. Assistant Director: Swart

- Not present.


D. Advisory Group members

- None.

7. The meeting was adjourned at 8:46 a.m.

Respectfully submitted:


Authorized Signature


Date