

**Union WELL Inc.
Board of Directors Meeting Minutes
Wednesday, September 26, 2018**

- 1. The meeting was called to order at 7:36 a.m. by Alyssa Trejo, Chairperson**

Members present: Missy Anapolsky, Bill Macriss, Andrew Vonwal, Ed Mills, Kisanet Woldeyohannes, Alyssa Trejo, Ethan Shaw, Justin Reginato, Mark Sohl, David Rolloff
Also Present: Bill Olmsted, Jill Farrell, Dean Sorensen, Andrew Singletary, Tori Butler
Guests: Christy Norton from KCoe Isom. From ASI, Humberto Perez, Mark Montalvo, and Daisy Yopez
Absent: Jessica Swart
- 2. Public Comment: None**
- 3. Seat Board New Members: (MSP: Anapolsky, Sohl)**

Olmsted introduces the new board members.

 - A. WELL Advisory Group representative: Ethan Shaw
 - B. ASI Appointee: Andrew Vonwal
- 4. Audit Presentation, CPA: KCoe Isom, Christy Norton, Principal**
 - A. Acceptance of 2017-18 Audit: (MSP: Anapolsky, Macriss)
 - i. Norton presents the 2017-2018 audit report and announces that the report received an unmodified opinion, which is the highest ranking that can be achieved. She notes that copies of both the financial statement with auditors' report and the report to the board of directors have been handed out to everyone.
 - ii. Norton discusses the auditors' report, mentioning financial highlights from the statements of activities. She then discusses expenses as well as changes from the previous fiscal year, and encourages the group to read the footnotes for details in addition to dollar amounts.
- 5. Consent Calendar: (MSP: Woldeyohannes, Shaw)**
 - A. Approval of Joint Advisory Group & Budget & Finance Committee Minutes – April 11, 2018
 - B. Approval of Board of Directors Minutes – April 18, 2018
 - C. Approval of Executive Committee Minutes – May 14, 2018
 - D. Approval of Executive Committee Minutes – August 31, 2018
 - E. Approval of Audit Committee Minutes – September 7, 2018
- 6. Old Business:**
 - A. Expansion Updates:
 - i. Olmsted provides an update on the expansions, beginning with the University Union. The hope is to have the project completed by early-to-mid November and acquire a temporary certificate of occupancy in December to begin moving in furniture and equipment. An actual occupancy certificate is expected in January. He recaps the progress through photos, including a comparison of the site in September of 2017 and September of 2018. Sorensen adds that the fire sprinkler project has begun in addition to expansion work, so crews are working around the clock while the Union continues to function as normal as possible.
 - ii. Olmsted then discusses the WELL expansion stating that the initial design process is completed and the design package has been put together. A meeting is being scheduled for campus and the design team to present the design package to the Chancellor's Office's Capital Planning, Design and Construction office. The hope is to break ground late spring 2019.

B. Meeting Dates for 2018-19:

- i. Olmsted points out that the meeting dates are included in the handout and notes that the meetings will move to the Green & Gold Boardroom for spring, which will be on the new side of Union.
- ii. Farrell mentions that there will be an optional budget training in February that is typically for the Budget & Finance committee members, new board and advisory group members, and new staff, but she extends the offer to the entire board, not just new members. She explains that it includes a thorough presentation of the budget and explains what the budget process is with every step of the process illustrated and outlined.

7. New Business:

A. Conflict of Interest and Academic Information Release Forms:

- i. Trejo points out the forms that were handed out, and asks everyone to sign and turn them in.

B. Authorizing Resolution 2018-19, Resolution 18-01:

- i. Olmsted presents the authorizing resolutions, which list the individuals given authority to act on behalf of the corporation, and points out that there are no changes. (MSP: Anapolsky, Vonwal)

C. Appointment of Legal Counsel 2018-19, Resolution 18-02:

- i. Olmsted states that the corporation is reaffirming the current legal counsel, Law Offices of Gregory D. Thatch, which will continue for at least another year. (MSP: Shaw, Anapolsky)

D. Appointment of Auditor 2018-19, Resolution 18-03:

- i. Olmsted states that the corporation would like to keep K COE Isom as the auditor, adding that the management team has been very happy working with Norton and team. Farrell points out that there is another year in the contract of the current commitment. (MSP: Anapolsky, Sohl)

E. Election of Officers 2018-19:

Olmsted states that nominations for Vice Chair and Secretary Treasurer are being accepted, including self-nominations.

i. Nomination and election of the Vice Chair

- a. Woldeyohannes nominates Sohl for Vice Chair. Sohl declines the nomination. He states that it is not for lack of his interest but he has been on the board for a while and would like to offer others the opportunity.
- b. Trejo nominates Shaw for Vice Chair. Shaw accepts the nomination.

ii. Nomination and election of the Secretary Treasurer

- a. Mills nominates Woldeyohannes for Secretary Treasurer. Woldeyohannes accepts.

F. Committee and Advisory Group Charges: (MSP: Anapolsky, Sohl)

- i. Olmsted refers to the insert in the handout which outlines the purpose and expectations of committees. He adds that there have not been any changes in the past year.

G. Committee Assignments: (MSP: Mills, Shaw)

- i. Olmsted refers to the list of committees and members in the handout and notes that the Audit Committee was approved by the Executive Committee over the summer. Approval is requested for approval on the Budget & Finance and Executive Committees.

H. Consolidation of Expansion Operational Budgets: (MSP: Macriss, Anapolsky).

- i. Olmsted explains that the account for Department 68 was created for expansion related projects that are not funded through the expansion project account. He states that the corporation is requesting to take the surplus on this account from 17-18 and merge it with the current budget to allow larger budget for 18-19.

8. Reports and Comments

A. Board Members

- i. Sohl congratulates Shaw & Woldeyohannes. He also states that he is now working at the student advisory center and reminds students to finish their smart planner and urges staff to encourage student staff to finish their planner.

B. Executive Director: Olmsted

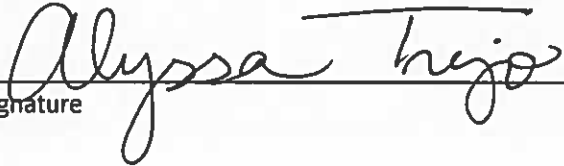
- i. Olmsted states that the corporation has consulted with Brailsford & Dunlavy to evaluate the existing intramural fields. Facilities, RPTA, Kinesiology, and Athletics departments are all involved in

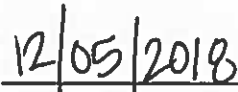
the process. The final report is due within a couple weeks, at which point the project will have an estimated cost to be presented to the board.

- a. Macriss adds some of the considerations for the project include turfing a portion of the field and lighting the fields so that they can be used at night.
 - b. Mills notes that it is being referred to as the North Field and it is an interesting opportunity for Student Affairs, Union WELL, Health & Human Services, etc. He states that he is very pleased that progress is in motion and is thankful to Union WELL Inc. for the contribution and the time involved.
- C. Facilities and IT: Singletary
- i. Singletary mentions highlights from full report included in the packet.
- D. The WELL: Swart
- i. As distributed.
- E. University Union: Sorensen
- i. Sorensen mentions highlights from the full report included in the packet and offers members in attendance a Phlagleblast bag with giveaways.

9. The meeting was adjourned at 9:05 am.

Respectfully Submitted:


Signature


Date