

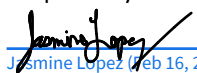


Union WELL Inc. Board of Directors
Executive Committee
Friday, December 9, 2022, 10:30 am
Zoom Meeting

Minutes

1. The meeting was called to order at 10:32 am by Olmsted
 - a. Present: Monique Curayag, Maanvee Mehrotra, and Ed Mills (via email)
 - b. Also present: Bill Olmsted, Jill Farrell, Amy Jacobsen, and Tori Butler
2. Approval of Audit Committee Meeting Minutes—December 2, 2022: **(MSP: Curayag, Mehrotra)**
3. Appointment of Auditor for 2022–23, Resolution 22-03: **(MSP: Curayag, Mehrotra)**
 - a. Olmsted announces that the audit firm RFP (request for proposal) process has been completed, and an auditor has been selected. The resolution, which would have typically been signed along with other authorizing resolutions in September, is ready to sign. He explains that the RFP was sent to ten firms nationally. Two declined to participate, and eight submitted proposals. The RFP committee narrowed the search down to the top two, Moss Adams and CLA (CliftonLarsonAllen). The committee ultimately selected CLA. Olmsted shares a cost comparison of each auditor for all five auxiliaries involved. Although price is a factor, other criteria are also considered, and the committee unanimously felt CLA was the best value.
 - b. Farrell states that both firms were great selections, but there were many add-ons with CLA in addition to the fees. There was a \$40,000 cost difference for UEI alone. A 5% credit was offered if all auxiliaries went with CLA, but they still provided the best pricing even without the credit. She adds that CLA is the #8 firm in the United States, and #2 for non-profits, just behind Price Waterhouse.
 - i. Mehrotra has worked with both CLA and Moss Adams and agrees that CLA is the better choice. They have a better team of auditors and a firm grip on the local area.
4. Part Time Wage Scale Correction: **(MSP: Mehrotra, Curayag)**
 - a. Olmsted notes that the Union WELL, Inc. wage scale was approved in November, but a typo needs to be corrected. There was an increase across the board for the \$.50 minimum wage increase effective January 1, 2023. In the gray area, Union 6a, 6b, 7a, and 7b, rates should be \$20.50-\$30.50, but the previous scale had \$20-\$30 and didn't reflect an increase. He then shares a more accurate representation of the proposed wage scale.
 - i. Mehrotra is mindful of budget constraints but suggests being mindful of wages and paying students, and considering how long they have been with the company, etc. Olmsted says that, before the previous five years of minimum wage increase, the organization historically kept the wage scale ahead of the minimum wage to entice students to work on campus. With the increases, it has been challenging, and the scale is not as far ahead as it had been, but management is working on getting ahead again down the road.
 - ii. Curayag says that the personal training price increase proposal was approved at the WELL Advisory Group (WAG) meeting and asks if that is reflected in the existing wage scale. Olmsted explains that the proposed wage scale is just an increase in trainers' salaries, which is different from the rise in service fees. Farrell adds that the sales price was driven by labor cost, so their price change is related to the increase, but wages are separate.
5. The meeting was adjourned at 10:48 am

Respectfully Submitted:


Jasmine Lopez (Feb 16, 2023 08:46 PST)

Authorized Signature

Feb 16, 2023

Date