



Union WELL Inc.
Board of Directors Meeting Minutes
Wednesday, February 14, 2018
Foothill Suite, 3rd floor, University Union

- 1. The meeting was called to Order at 7:31 a.m. by Alyssa Trejo, Chairperson**
Members present: Missy Anapolsky, Bill Macriss, Alyssa Trejo, Kindra Begley, Ana Lopez, Ed Mills (by phone), David Rolloff, Mark Anthony Sohl, Justin Reginato, Kyle Shallcross, Kisanet Woldeyohannes
Also present: Bill Olmsted, Kate Smith, Andrew Singletary, Jill Farrell, Tori Butler
Absent: Dean Sorensen

- 2. Public Comment: None**

- 3. Consent Calendar: (MSP: Woldeyohannes, Begley)**
 - a. Approval of Board of Directors Meeting Minutes – November 1, 2017
 - b. Approval of Executive Committee Meeting Minutes – December 11, 2017
 - c. Approval of Executive Committee Meeting Minutes – February 6, 2018

- 4. Old Business:**
 - a. Executive Director search update: Information
 - i. Mills attended the meeting via phone and announced the plan to relaunch the Union WELL Inc. Executive Director search. He informs the group that the search was closed due to a situation at Humboldt State University that led to reviewing whether individuals working in campus auxiliaries could be employed by the state. Last year, for the ASI Executive Director search, President Nelsen and Mills decided to have the Executive Director position employed on the auxiliary side. Therefore, the Union WELL Inc. search is being relaunched as an auxiliary position as well, with UEI. The hope is to launch the search in March and complete it by the end of this academic year.
 1. Smith asks if Mills will be seeking students to be on committee again. Mills confirms, yes and states that it will be a similar structure to last year.
 - ii. Mills ended the call and left the meeting.
 - b. Expansion updates: Information
 - i. Olmsted provides update on the Union expansion stating that concrete work is complete and crews are now working on fireproofing. The next phase is indoor framing, which has begun on some floors, then HVAC installation. Olmsted announces a change in leadership with the contractor's supervisor since the programming phase due to the previous supervisor having to leave the company. McCarthy brought in their next senior-most project manager and there is ultimately no change in service to the corporation. Lastly, Olmsted states that he will be inviting the group to tour the construction zone and check out the work that is being done from the inside.
 - ii. Smith provides an update on the WELL expansion and thanks those who attended the focus group with Swinerton & HMC on locker room space. As result of the focus group, the team is looking at relocating the Intramural Resource Center and converting that space into a larger locker room space. She explains that HMC has been trying to offer spaces categorized by activity rather than gender as far as changing,

lockers, showers, and restrooms, which anyone can come in and out of. She states that the goal for the project is to break ground in October and complete in January 2020.

1. Macriss asks Reginato if there has been any thought towards addressing the restroom and concession issues at Hornet Stadium while plumbing is accessible when the WELL is being worked on. Reginato then states that it would add a layer of complexity to the project since there are already two funding pots involved and this would add a third, but he could ask if it could be subbed out while work is going on. Olmsted states there was an early question from UEI asking if there was a possibility or thought about this topic, at which point he and Smith spoke with facilities to see if it could be worked on while the area is opened up for construction, without being any extra cost to the corporation. Olmsted believes it will be followed-up on once final planning is determined and states that he may have an update by the next board meeting.

c. Other project updates: Information

- i. Olmsted states that the Ballroom is currently closed and work is in progress, and the alarm sprinkler projects will be starting very soon.
- ii. Singletary provides update on the Union's boiler project and states that boilers are in. Crews are finishing plumbing and getting ready to flush hot water loops, which is a three-week process. Controls will be set up to adjust settings online. Olmsted notes that there was concern regarding lack of heat since the project would run into the winter months, so four temporary heating units were brought in and hooked up to the existing air handler units, which worked well. Olmsted adds that the units were so efficient that they were only ran part of the time and one was even sent back. Singletary moves on to discuss the ballroom AV project stating that the projection screens are slated to arrive March 1st. Olmsted adds that crews are taking advantage of the closure time to work on the ballroom's fire alarm. The fire alarm project has not officially started but the ok was given to do some make-ready work while the walls and ceiling are open. Singletary states that the waterproofing project is completed but crews are working through challenges on the west side of building. This project could be finished in March, if it does not rain.

d. TBU01 updates: Information

- i. Olmsted discusses the TBU01 update regarding the ballroom AV project. He states that there turned out to be some incorrect specs in the bid documents. The initial plan involved changing out the screen material within the original housing. However, with the direction that technology has gone, wide format, high-definition compatible screens are required. Therefore, the project now involves cutting out the old housings and replacing them with wide screens. The project still needs to be complete within the timeframe. The contractor was able to find three bids for screens, and one was chosen based on price and ability to deliver the product in time. The \$115,000 increased cost includes the cost of screens, plus drywall work and painting the entire ballroom, which has not been painted since it opened. Olmsted states that this change was presented to the Executive Committee, with the explanation that the corporation is able to absorb the additional cost by moving projects from this year to next, in addition to savings on the kitchen plumbing project. The early year-end projections are under budget by about \$215,000 for the entire corporation. The Executive Committee gave approval on the Board's behalf.

5. New Business:

a. WELL Membership Policy: (MSP: Sohl, Begley)

- i. Smith discusses the WELL Membership Policy update, noting that the last update was done in 2012. She reviews the changes and explains that there were formatting changes as well as restructured content to avoid redundancies.

1. Regarding the military discount, Reginato asks if active duty includes reserves. Smith confirms, yes.
 2. Begley notes that with avoiding redundancies, "members must be 18 years of age or older" is noted in 5.1, 6.1, but 8.15 has blanket statement regarding the general policy. Smith agrees that it is not necessary to repeat this requirement.
- b. **WELL Membership Rates: (MSP: Anapolsky, Woldeyohannes)**
- i. Smith refers to the WELL Membership Rate proposal and explains that there are no changes. The new rates were well received and are still competitive with market, so the team wants to get through a full fiscal year since last updates before they change again. It is also unknown what impact construction will have and the team is prepared for a hesitation in joining due to construction, so they are also working on a membership retention plan.
 1. Woldeyohannes asks what the difference is between a day pass and a Sac State day pass. Smith explains that the Sac State day pass applies to OneCard holders that are not current members, specifically faculty, staff, and students who have not paid tuition. Woldeyohannes asks about alumni since they have OneCards. Farrell states that it is difficult to manage because staff cannot verify the validity of OneCards.
 2. Reginato asks if the corporation feels pricing really is competitive, even with construction going on, because he feels that pricing is very generous. Smith states that the corporation feels it is competitive now that group fitness is free. Olmsted adds that the team is truly hoping that construction is a non-issue.
- c. **WELL Activity Space Reservation Policy: (MSP as amended: Shallcross, Anapolsky)**
- i. Smith discusses the Activity Space Reservation policy and explains that the policy is specific to activity spaces such as the GYM box, MAC, Group Fitness studios and climbing wall. Furthermore, she explains that sport clubs used to be managed under recreational sports, but in 2012 sport clubs were moved to SO&L under Chancellor's orders. The WELL still work closely with SO&L, but over the years the policy is no longer reflective of actual practices. Therefore, most of the updates are regarding sport clubs.
 1. Regarding sections 2.2 and 2.2a, Macriss asks if the four-hours free of charge refers to per day, week, year etc. Smith states it is per game. Macriss suggests policy may want to consider a limit.
 - ii. Smith continues to section 3, 4 and 5 and notes that these are duplicated from the Conference Suite policy. Section 5.2 addresses situations where a reservation is a combination of conference suites and activity space reservations.
 1. Macriss asks if the policy is specific to building. Smith confirms, yes. Macriss states that it does not address pool area at all and he is not sure if it should be. Smith acknowledges that the pool is not addressed and explains that the policy is designed for interior spaces that we can control. The pool is outside of our immediate control and multiple groups would have to come together to come up with policies for it. She adds that the WELL staffs the pool but does not manage the pool area.
- d. **WELL Reservations/Conference Suite Policy: (MSP: Begley, Shallcross)**
- i. Smith explains that the Conference Suite policy update stemmed from changes in the Activity Space policy. After discussion at the WELL Advisory Group meeting on whether activity space needs to be included in the conference space policy, it was voted on and the group decided to keep the section in the policy to address combination reservations that involve conference suite and activity space reservations.
- e. **Seat new Union Advisory Group members: (MSP: Anapolsky, Begley)**

- i. Olmsted, in Dean's absence, explains that changes in membership on the Advisory Groups must be brought to board to memorialize. Olmsted then discusses the many changes to the Union Advisory Group's roster.
 1. Sohl asks if the new student members in were in conjunction with shared process or if they are found internally. Olmsted states only one representative from ASI, Union WELL Inc.'s governing structure, is appointed. The corporation identifies where we want to pull representation on campus and it is up to Sorensen to reach out to people in areas for recommendations or nominations.
 2. Woldeyohannes asks if Sorensen needs more people, because she has a friend who may be interested. Olmsted states student positions are now full but urges her to let Sorensen know.
 3. Farrell points out the ASI rep vacancy. Olmsted explains that the ASI position goes through a nomination process and ASI appoints a representative.

6. Reports and Comments

a. Board Members

- i. None

b. Executive Director:

- i. Olmsted states that the spring is a busy time, even without major projects. Teams are currently updating strategic plans, which will be the focus of March's board meeting, and of year-end projections (YEP) for budget and putting together the 18-19 budget, which will be focus of April meeting.

7. Information: Activity Reports

a. The WELL:


- i. Smith shares highlights on the full report that is included in the handout. She announces the annual Sac State 5k hit 500 registered participants yesterday. She urges the group to sign up before Friday before the price goes up to \$23. She also states that volunteers are needed, usually about 100. NIRSA Region VI Cap City Shootout tournament is coming to the WELL with over 30 schools represented from the west coast. She adds that the WELL pays the entrance fee for Sac State's winning intramural team. Also, Unified basketball league, which was approved by the board last fall, started last week and is already successful. Lastly, Smith announces her pregnancy. She is due in July and may miss the first board meeting in the fall since she will be on leave.

b. University Union:

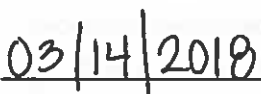
- i. Olmsted, in Sorensen's absence, states that the Union update is included in the handout on page 25.

8. The meeting was adjourned at 8:57a.m.

Respectfully submitted:



Authorized Signature



Date