



Union WELL, Inc. Board of Directors Meeting
Wednesday, November 12, 2025, 7:30am
Green and Gold Boardroom, 3rd Floor, University Union

Minutes

1. Call to Order: 7:38am
 - a. Present: Drew Harris, Marina De La Cruz Ramirez, Amaka Okam, Alina Nadeem, Nneka Omekam, Bill Hébert, Deborah Williams, Christine Flowers, Natalie Daniels, Lisset Cruz, Gabriel Conejo Gallegos
 - b. Also Present: Rina Chhong, Bill Olmsted, Zenia LaPorte, Jill Farrell, Andrew Reddish, Norma Sanchez, Erica Wood
2. Public Comment
 - a. No comment
3. Consent Calendar: **MSP: Nadeem, Okam**
 - a. Approval of Board of Directors Meeting Minutes – September 10, 2025
 - i. **All approved, none opposed, no abstentions**
4. New Business
 - a. Campus Cost Allocation Increase: Information
 - i. Olmsted reviews the increase in campus cost allocation, the charges we pay to the university for services such as public safety, mail services, and IRT. \$900,000 was the amount previously budgeted, however that number is expected to increase after the Chancellor's office prompted a review of the University's cost allocation methodology. Flowers asks if there is a document in the packet? Olmsted responds no and says it is just a talking point for this meeting. Olmsted further explains that the official number is not yet known, only that it will increase, we have the funds to cover it, and the methodology will change from charges to individual areas to more of a percentage of the size of the organization. Daniels clarifies that the new methodology will take both things into account. Flowers asks, "What other auxiliaries are undergoing this?" Olmsted and Daniels respond, stating all of them. Olmsted further explains that the process has been very open, with all auxiliaries being able to provide feedback. Olmsted further states that we gave feedback regarding which services we use and which ones we don't. Campus will take that feedback into consideration when creating the formula to be applied. Olmsted states that this new methodology will allow us to know the cost allocation figure in advance and allow us to budget more accurately.
 - b. Purchasing Policy Updates: **MSP: Flowers, Hébert**
 - i. Olmsted reviews the purchasing policy updates which include general verbiage edits and numbering updates. The larger change pertains to the informal bid process and aligning our policy with that of other campus auxiliaries, going from a three-step process to a two-step process.
 - ii. **All in favor, none opposed, no abstentions.**



- c. Credit Card Policy Updates: **MSP: Cruz, Nadeem**
 - i. Olmsted reviews the proposed update. Currently, the policy states that credit card purchases shall not exceed \$5,000, however that figure needs to be changed to \$10,000 to reflect and align with the approved limit for Union WELL, Inc.'s Executive Director.
 - ii. **All in favor, none opposed, no abstentions**
- d. Reserve and Fund Level Policy Update: **MSP: Okam, Williams**
 - i. Olmsted reviews the proposed updates. Currently, the Executive Director has the authority to approve charges of up to \$5,000. This proposal increases that amount to \$15,000 to reflect the increasing cost of goods and services. In the last few years, there has been an increase in the number of time sensitive purchases that had to wait for a Board or Executive Committee meeting to be approved for purchase. Transparency will be maintained, with purchases made through this authorization being presented at the next scheduled Board meeting. The Budget and Finance Committee was also presented with this proposal and gave their recommendation for approval.
 - ii. **All in favor, none opposed, no abstentions**
- e. 2025-26 Capital, Repair & Replacement, and Art Expenditures Additions/Changes:
MSP: Okam, Omekam
 - i. Olmsted reviews the 2025–26 Capital, Repair & Replacement, and Art Expenditures additions and changes. He explains the document is very fluid throughout the year due to the wavering cost of goods and services as well as priority changes and unforeseen needs. The changes being proposed are work being done at the Union and a signage screen replacement at the WELL, both totaling just under \$23,000. Hébert asks, "Is the digital sign in the Event Center?" Olmsted responds, not technically, as it is above the running track. He explains that the screen was originally taken down while the Event Center work was being done and when it was remounted, we found it needed to be replaced. Flowers states, "It should be in the Event Center budget." Hébert agrees. Olmsted responds that the screen expense is coming out of a different account but ultimately comes out of the same pot of money. He further explains that when a major capital project is complete and the final accounting is done, if there is any remaining money, it returns to this fund and offsets costs like these. Wood explains that it is being used outside of the Event Center. Farrell adds that it is used to advertise events as well as show the direction for the track. Olmsted adds that in choosing to go this route for purchase and install of the screen, money is being saved and there is more control in our ability get the product quickly instead of waiting.
 - ii. **All approved, no objections, no abstentions.**
- f. Union WELL Wage Scale, Effective 2025-26: **MSP: Gallegos, Okam**
 - i. Olmsted reviews the changes which are due to the CA minimum wage increase at the beginning of the upcoming year (January 1, 2026). In addition, new categories are being added for Pop Up Shop and UU 20o2 attendants, as well as a climbing wall lead position. Omekam asks, "How often do the wages change?" Olmsted responds that wage changes are largely in response to changes in the CA minimum wage. In the past the organization has tried to stay ahead of minimum wage to be a more attractive option for students. However, with the frequent increases to minimum wage over the past several years, and other rising costs for auxiliaries, it has been difficult for the organization to maintain that lead, especially considering previous compression issues with full time wages. Flowers asks about the current minimum wage rate. A

Board member responds that it's \$16.50, but it is different for fast food workers and can even vary based on city and county within the State. Omekam states that she feels the minimum wage should be higher for everyone, not just fast-food workers. Omekam asks, "Have student wages ever compressed, or come close to, full time wages?" Farrell responds, yes. Omekam asks, "What was the result? Did you have to change full time wages?" Farrell responds, yes. Olmsted adds that UEI has its own Board of Directors and a Personnel Committee, and any changes to full-time wages must be approved by them. Omekam states "I don't recall any merit increases for part time staff [in Union WELL, Inc.]" Olmsted responds that there weren't merit increases but rather increases given after a certain number of hours were worked by the employee. Presently, wage increases can be done by advancing into student lead or supervisor positions. Flowers states, "as the employer of record for Union WELL's student assistants, and others, UEI has a huge overhead. I also work with and hire students through a non-profit who make \$20 an hour. When I look at this, I am not happy, but I understand the process that UEI must go through." Nadeem agrees that it is not directly under our control, explaining that she works for the State under a UEI contract and makes minimum wage.

ii. **None opposed, Omekam abstains**

g. **2026–27 Project List and Budget Timeline: Information**

- i. Olmsted reviews the timeline which outlines the budgeting process and includes the project lists which are also done in tandem. The timeline is always created and presented to the Board of Directors in the fall as it dictates certain items which will be on the agenda at Board meetings the following spring.

h. **Quarterly LAIF Update: Information**

- i. Olmsted reviews the quarterly LAIF update which was first presented in the previous September Board meeting and is now required by the Chancellor's office to be presented to auxiliary Boards each quarter. He explains that this LAIF update was as of October 15 and represents a snapshot of the position at that time. Funds are placed in the LAIF account at the beginning of the year and are withdrawn throughout the year for payroll and other weekly expenses which are part of the 2025–26 budget. At the September meeting, Flowers had a question regarding the dollar day total. Olmsted explains that it is a calculation where the participant's daily balance is added up every day in the quarter and is used to determine how much interest should be disbursed. It is meant to reward those who keep money in the account long term and discourage people from depositing large amounts right before interest is calculated. Daniels adds that assuming each month in a quarter has 30 or 31 days and the \$2 billion dollar figure is divided by the amount; it equates to approximately \$23 million which matches our balance.

5. **Reports and Comments**

a. **Board Members**

- i. None

b. **Executive Director: Olmsted**

- i. Olmsted reviews Event Center (now named Hornet Pavilion) updates and states that the gym was opened to student use again on October 24th. Scheduling adjustments for basketball games are still being worked through, but staff are making sure these instances are promptly, and clearly, communicated to students. A ribbon cutting ceremony for Hornet Pavilion was held

last week prior to the first scheduled basketball game. Omekam asks, "Do we adjust open rec schedules for practices?" Olmsted responds yes, explaining that an arrangement has been made where the center court will be rented out to the team for practice the day before a game but with the understanding that there will be activity on the adjacent courts.

c. Facilities and IT: Singletary

- i. None

d. University Union: Sanchez

- i. Sanchez reviews University Union updates, highlighting the success of the Pop Up shop which saw 98 student vendors apply since July, with profits ranging from \$104 to \$2,333. The Games Room and Relaxation Station are both doing well with 11,040 checkouts and 7,502 visitors respectively. The 20o2 has also been doing well and saw 1,087 participants at the candle making event, it's most popular event so far this semester. Event Services saw 1,799 events so far and is expected to have 2,050 events through December. Upcoming collaborations include the gift drive with Sunburst Projects and World AIDS Day with Sunburst Projects and the LGBTQ Center of Sacramento.

e. Marketing: LaPorte

- i. LaPorte reviews marketing updates including the hiring of a new design manager who comes from Sacramento's Museum of Science and Curiosity (MOSAC) and has over 7 years of experience as a designer. She reviews collaborative events such as the 4th annual WEUSI Music Festival, which saw an estimated 2,000 attendees, the 2nd annual K-pop Night which saw 750 attendees, and Apollo Night which saw 300 attendees. A pep rally for homecoming was held in collaboration with Campus Life, Athletics, and ASI which saw over 200 attendees in the Redwood Room. The Causeway Classic blood drive was recently held and reached its daily appointment goals, the winner of which will be revealed later this month.

f. The WELL: Reddish

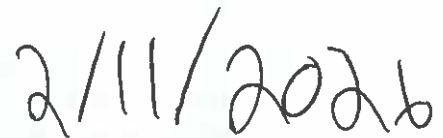
- i. Reddish gives various updates on The WELL, including that usage from non-students has been trending higher, up 9% from October, and that group fitness has been enjoying a strong semester.

6. Adjournment: 9:07am.

Respectfully Submitted,



Authorized Signature



Date