



**Union WELL, Inc. Board of Directors Meeting**  
Wednesday, November 13, 2024, 7:30am  
Green and Gold Board Room, University Union, 3<sup>rd</sup> Floor

**Minutes**

- 1. The meeting was called to order at 7:37am by Williams, Chairperson.**
  - a. Present: Deborah Williams, Marina De La Cruz Ramirez, Alina Nadeem, Bill Herbert, Drew Harris, Shawki Moore, Christine Flowers, Aniesha Mitchell, Marisol Flores, and Sabrina Charleston
  - b. Also Present: Zenia LaPorte, Norma Sanchez, Andrew Singletary, Andrew Reddish, Bill Olmsted, and Rina Chhong
- 2. Public Comment**
  - a. None
- 3. Consent Calendar: (MSP: Nadeem, Ramirez)**
  - a. Approval of Board of Directors Meeting Minutes – Sept 11, 2024
  - b. Approval of Executive Committee Meeting Minutes – Sept 18, 2024
- 4. New Business:**
  - a. 2024–25 TBU01 and TBU04 Updates: Information
    - i. Olmsted explains the TBU01 and TBU04 list is a fluid document throughout the academic year and serves as the inventory for all currently approved TBU projects. Included in this discussion is the preparation for the approval of additional funding, which may be forthcoming on certain projects.
  - b. UU West Restroom Project Funding Increase: **(MSP: Mitchell, Harris)**
    - i. Olmsted explains that the corporation is looking for \$147,996 in additional funding for the Union West Restroom project and that there may be cost increases in the future for this project as there have been 3–4 to date. The project involves a complete tear-out of a 3 sets of restrooms in the oldest part of the Union. Much of the funding request is for work that would have had to be done in a separate HVAC project in the coming academic year as well as the relaxation station project.
  - c. Relaxation Station Project Funding Increase
    - i. Olmsted amends this item to informational. An action request was placed in anticipation that additional information would have been received prior to the board meeting. This project funding increase approval, if needed, may need to be taken to a future meeting. The additional funding is for furniture. A quote was received early on, as it is a long lead item, however it was only good through April and has now expired. A new quote has not been received however a funding increase of just over \$100,000 will be requested in anticipation of increased costs.
  - d. Union WELL Wage Scale, Effective 1/1/25 **(MSP: Moore, Ramirez)**
    - i. Olmsted explains that on the recent local election ballot, there was a measure (Prop 32) to raise the California minimum wage to \$18, effective January 1. As of

now only 70% of ballots have been counted and while it is tracking to be defeated, the margin is shrinking. If the measure doesn't pass, the minimum wage will still increase to \$16.50 due to a pre-determined wage escalator. An \$18 minimum wage was not budgeted for but there are reserves available to cover it. The proposed Union WELL, Inc. Wage Scale contains two wage scales: one for a \$16.50 minimum wage and one for an \$18 minimum wage. This action is to approve the applicable wage scale.

1. Herbert asks if the wage escalator kicks in every year. Olmsted responds that he believes it will be assessed every year but that it does not mean a wage increase will automatically occur every year, as the assessment may determine that wages are to remain the same.
2. Herbert asks, if the proposition passes, will the escalator that is in queue not happen? Olmsted responds if the proposition passes, it will go to straight to \$18.
3. Moore asks why was the Event Services Attendant and Relaxation Station attendant changed from Union1 classification to Union2? Olmsted responds that there is a level of complexity added to the position that wasn't there previously. Relaxation Station Attendants now work with the same software used by Front Desk Attendants at The WELL to activate WELL memberships. Sanchez adds you can also activate memberships at the Games Room. Olmsted continues explaining that the Event Services Attendant is a position that has been evolving and given more responsibility that requires more technical knowledge and training.
4. Charleston asks how many work study positions are available and remarks that federal work study positions will assist with the budget. Sanchez responds that work study positions are not offered. She explains that due to our auxiliary position, we do not qualify.

e. Proposed Project List and Budget Timeline 2025–26: Information

- i. Olmsted explains the Project List and Budget Timeline and how it outlines the process for the year. It takes into consideration the time needed for drafts to be completed by staff, Director review, and items to be brought to advisory groups and the board. He explains that once the process begins, the timeline won't vary much as approval dates are set.

5. Reports and Comments

a. Board Members

- i. None

b. Executive Director: Olmsted

- i. Olmsted gives updates on two significant projects: the event center at The WELL and the North Field project. The event center is looking at different start dates. Since the project began, there was a target open for late spring/summer to late fall. However, the project took longer than expected. The project has passed its last regulatory hurdle, fire marshal approval, and is now awaiting signatures on the final contract. Once that is in place, it will go to the Chancellor's Office for

legal review, then a Notice to Proceed (NTP) will be issued by the campus. There are plans to have the gym stay open for student-use for the remainder of the semester and a January start for the contractors. For the North Field project, it is currently in a holding pattern with hopes to know more by the February Board meeting.

c. Facilities & IT: Singletary

- i. Singletary reviews current ongoing facilities and IT projects. A new sample has been selected for the South Carpet Replacement project. A campus contractor is working on measurements, with a target install in the summer. LDA Architecture is currently working to design a new skylight to replace the current skylight that is leaking and beyond its life. Due to the design and steepness of the skylight, it is more cost prohibitive to repair it than to fully replace it. There has been significant progress with the Habit Burger project. The project is looking at a December handover, pending fire marshal approval, and a spring opening. IRT and Communications are moving to centralized digital signage, powered by the new campus-selected software, Carousel. Our event system is currently being tested for Carousel integration which should be completed before the winter break.

- 1. Moore inquires about the benefits of Carousel and why campus decided to go with it. Singletary responds that the current software Four Winds was bought by Populo and has since doubled or tripled in price. This price increase was the driving factor as Carousel is half the price. Carousel is also designed more for our use case and is used in higher education, whereas Populo is typically used in hospitality.

d. University Union: Sanchez

- i. Sanchez announces that the University Union is hiring students for the spring semester. The Wish Upon A Star, a gift drive for Sunburst Projects serving children and families affected by HIV/AIDS, and Holidays Around The World Display will soon be placed in the Union lobby. Holidays Around The World is a response to feedback from the campus community to be more inclusive. A banner depicting holidays will be placed near Ace Sushi and will contain a QR code for visitors to give feedback. Relaxation Station is averaging 574 visits per week. Concerns regarding noise level of the employees have been addressed with operations that require speaking being moved outside the space. It has been a challenge to program the refrigerated lockers but they are now up and running with setup assistance provided at the information desk. Attendance for the Games Room has increased since the service became free and efforts are underway to increase games room tournament participation by advertising them as more informal. Event Services is currently taking reservations and is seeing a 35% increase in reservations over the previous year. A new sound system will be installed on December 14–22 in the Hinde Auditorium.

e. The WELL: Reddish

- i. Reddish states that The WELL has seen an average 16,000 visitors per week during the fall semester, and over 1,000 are participating at the climbing wall.

He announces they are in the process of hiring a coordinator of climbing. The Group Fitness program is seeing an increase in participation but have not quite yet reached pre-Covid participation figures. Intramurals is seeing success and is on track to hold 320 games this semester. There is a garden located at the back of The WELL that provides recreational and horticulture therapy that is accessible to those with and without disabilities. Reddish also shares student employee testimonials from regularly held feedback assessments and makes an early announcement of the annual 5K Race.

f. Marketing: LaPorte

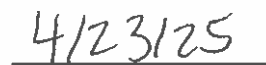
- i. LaPorte announces that as of October 30, there is now a vacancy in the Design, Studio, and Identity Manager position. The Design team has been taking on new responsibilities to fill the void, and learning new skills in the process. A search for the position will begin in the spring. The Marketing team is hiring for a social media student. UNIQUE programs hosted the 3<sup>rd</sup> WEUSI Music Festival in collaboration with campus partners ASI, who provided activities for attendees to do, and Stinger Expo, who provided about 20 student vendors. There were approximately 2,000 in attendance, which is double from the previous year. UNIQUE also hosted a drag show last week to 500 attendees and presented Bay Area artist P-Lo to 600 attendees with security provided by Nu Alpha Kappa. Due to the Redwood Room closure, indoor Nooners have been moved to Starbucks which has been met with positive feedback. The Union Gallery hosted the Why We Vote exhibit, showcasing art on reasons people vote. This coming Monday, the Union Gallery will host the Process Blooms exhibit. There were 70 attendees on average for the football watch parties in September with a 30–40 attendee average for away games.

6. This meeting was adjourned at 8:47am.

Respectfully Submitted:



Authorized Signature



Date