



**Union WELL Inc. Board of Directors
Executive Committee**

Wednesday, July 17, 2024, 11:00 am
Zoom Meeting

Minutes

1. The meeting was called to order at 11:00 am by Olmsted

Present: Alina Nadeem, Drew Harris, Shawki Moore

Also Present: Bill Olmsted, Jill Farrell, Tori Butler

2. Public Comment: None

3. 2024–25 Capital, Repair and Replacement, an Art Expenditures List Additions: (MSP: Harris, Nadeem)

Olmsted acknowledges the revised agenda sent out on July 12, noting that the agenda has another last-minute change. The Sign Shop's golf cart was found and returned, so the item has been removed from the list of requests. He then discusses the other items up for discussion and approval.

a. UU Event Table Replacement, 18 x 6', 13 x 8'

- i. During the annual inventory process in late May/early June, several University Union (UU) Event Services tables were found to be in very poor condition and irreparable. The cost to replace eighteen 6' tables and thirteen 8' tables totals \$38,457.

b. UU HVAC Global Controller (Alerton ACM)

- i. Olmsted explains that, while relocating the HVAC global controller in the UU, it was realized that the unit is almost past the end of its life. It must be replaced to maintain air handler communication with chillers and the ability for staff to make changes remotely. The total cost for equipment and installation is \$27,369.

c. Replacement Golf Cart for UU Sign Shop

- i. This item was removed, reducing the request by \$13,000.

d. Office furniture and storage for remodeled WELL Maintenance Shop

- i. The final item for approval is office and storage furniture for the WELL Maintenance Shop, which was recently remodeled. The remodel is part of a bigger project on the capital project list but there was an opportunity to complete some work in-house earlier. Some furnishings are now necessary to make the remodeled space usable.

- e. Between the controller, tables, and furniture, a combined total of \$82,826 is requested to be added to the Capital, Repair and Replacement, and Art Expenditures list. Olmsted confirms that funds are available for these added expenditures. The Executive Committee's decision will be reported back to the full Board of Directors at the first meeting in the fall.

4. Change to Committee and Advisory Group Charges and Assignments Document:

(MSP: Nadeem, Moore)

- a. Olmsted presents the UWI Board of Directors, Committee, and Advisory Group (AG) Charges and Assignments and notes the proposed change. The Audit Committee has typically had a representative from the Campus Budget office but, this year, the definition is being broadened to appoint someone from the Campus Budget or Accounting office. He notes that the offices work closely together, and will always make sure that an appropriate staff member is appointed to the committee each year.

5. The meeting was adjourned at 11:14am

Respectfully Submitted:



Authorized Signature

9/11/29

Date