



California State University, Sacramento
University Union Operation of CSUS Inc.
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Board of Directors Meeting
March 20, 2013
7:30 A.M. – 9:00 A.M.
Capital Room, University Union

Members Present:

Demetrio Gonzalez, Diljeet Virk, Missy Anapolsky, Jim Reinhart, David Rolloff, Darsey Varnedoe, Mike Lee, Rosalyn Klein, Lori Varlotta, and Caleb Fountain. Also present: Leslie Davis, Bill Olmsted, Dean Sorensen, Mirjana Gavric, Jill Farrell and Donna Seley.

1. **Meeting called to order:** Chair, Demetrio Gonzalez called the meeting to order at 7:32 A.M.
2. **Consent Calendar:**
 - A. Reviewed and Approved February 20, 2013 minutes. **(MSP: Rinehart/Anapolsky)**
3. **Old Business:**
 - A. Strategic Plan – Executive Director, Leslie Davis presented the 2013/14 Strategic Plan for the Board’s approval. The 2013/14 Strategic Plan has been approved by the Advisory Group. Ms. Davis reviewed some of the highlights. Demetrio Gonzalez asked for a motion to approve the 2013/14 Strategic Plan. **(MSP: Fountain/Klein)**
4. **New Business:**
 - A. Year End Projections for 2012/13 -- Leslie Davis reviewed the Year End Projections report.
 - I. Revenue took a big hit when Orientation reorganized and, therefore, did not utilize the space that was budgeted. University and outside use also declined. Staff has been tasked with getting the revenues back up.
 - II. The Laptop Repair Shop is scheduled to open by the end of Spring break, which is several months behind schedule.
 - III. There will be a loss of revenue over the summer due to the renovation of the Food Court.
 - B. Capital and Plant Project Move to Current Year:
Approval was requested to move the NVR Expanded Storage Solution for the video surveillance system and the Well Door and Lock replacements in the locker rooms to the 2012/13. **(MSP: Anapolsky/Klein)**

- C. **Capital Project Moved to Capital Trust:**
Approval to move the following into the Capital Trust was requested: Remodel Restrooms outside of the Buzz (1st floor UU); Conversion of the old HVAC system to digital controls; Carpet the offices of the State Hornet newspaper, SOL office, ASI business office, and the Hinde Auditorium; Replacement of the aging roof above the food court/vendors; Replacement of the Telecom Room in the Union; Update UU interior signage with braille (compliance issue) and numbers; and replacement of the laminate and plywood tables in Union Event Services. If approved, prices will be determined and presented to Budget and Finance at the Joint Advisory meeting. This will allow us to move the Capital repair ahead in a timely manner. (MSP: Fountain/Anapolsky)

5. Reports and Comments

- A. **Board Comments:** Demetrio challenged Leslie to the Run the Trail Challenge at the February Board meeting. They both finished with Leslie finishing first.
- B. **Executive Director:** Leslie reported that the staff has been working non-stop on the budget and strategic plan. The first budget came in much too high. She expressed her appreciation of their efforts to make necessary cuts. We are looking at challenging years in terms of resources, expansion plans, etc. We need increased enrollment or we may have to look at a fee increase. The Chancellor has approved a +1.25% increase in enrollment next year which will equal to several hundred more students.

6. Information: Activity Reports

- A. **Administration and Facilities: Olmsted**
- I. This is the time year where we are in a maintenance mode. All operations are fully staffed and new employees are being trained. The staffing model he has been working on for two years is in place.
 - II. The permanent sign package for the interior of the Union will be sent to RFQ this summer. He will be working closely with Facilities to accurately identify every space in the building.
 - III. The WELL incurs quite a bit of abuse to the walls. Holes are being repaired with stainless steel plates to better withstand the use.
 - IV. Happy to be replacing locker doors and locks. It has been a constant problem.
 - V. Will be upgrading the California Suite over Spring break; Summit and Delta rooms in April.
 - VI. Very happy to have the new Maintenance Shop in the basement. Now staff has space to work on projects. Working with the Student Health & Counseling Center to prepare for their accreditation tour.
- B. **The WELL: Gavric**
- I. Gearing up for the 5K Run on April 18. Currently have 496 registered. Thanked Mike Lee for approving the road closures.

- II. Spring Fitness Friday was very successful. We had 246 participants in 16 classes. We had 15 participants in our pilot Aqua Zumba class.
- III. Run the Trail Challenge had 163 participants.
- IV. IM is gearing up for outdoor soccer and 4on4 volleyball. The 5on5 Basketball All Star event had over 200 spectators.
- V. We hosted the Special Olympics Basketball Tournament in March and had over 5,000 visits to the WELL on March 9 and 10.
- VI. We hosted the Collegiate Climbing Series (CCS) Bouldering competition last weekend. It was the highest participation in three years with 67 climbers from all over Northern California.
- VII. Membership in the WELL is currently: 19,771 student members, 309 pre-paid Alumni and 254 faculty/staff members.

C. University Union: Sorensen

- I. Announced that Caleb Fountain is the new chairman of the Union Advisory Group.
- II. The new furniture is coming in May and will be installed after finals.
- III. There is a vacancy in the Design Manager position. Zenia has been covering that area and the position should be filled by early summer.
- IV. The last UNIQUE concert went very well. The year-end revenue numbers are now projected to be higher than originally projected.
- V. We are currently in the hiring phase for our two vacant Event Services Coordinator positions. They should be filled by late April.

7. **Adjournment:** 9:01 A.M.

Respectfully Submitted:



Authorized Signature

4.17.13
Date