

SUFAC
Meeting Minutes for November 8, 2012

I. Call to Order

SUFAC Chair Matt Balson called the meeting to order at 5:20 pm.

II. Roll Call

- a. **Members Present:** Matt Balson, Kimberly Dawson, John Landrum, Bea Yang-OFO, Kyle Zellner, Trevor Fuller, Shawn Brown, Katie Simson, Joshua Shope, Megan Leonard, Reed Heintzkill, Jack Mellberg

III. Recognition of Guests: Darius Johnson-BSU, Kinyada Watts-BSU, Javaris Bradford- BSU, Kelly Franz-Business and Finance, Paul Pinkston-Facilities Management, Jeff Krueger-Kress Events Center, Tim Helein-Kress Events Center

IV. Approval of Agenda and Minutes: Matt entertained a motion to approve the agenda with the addition of the Black Student Union Travel Request before the Kress Budgets. Kyle motioned. Megan seconded. Jack called the question. Kim acclimated.

Matt entertained a motion to approve the minutes from November 1, 2012. Kyle objected for a spelling error. Minutes tabled until next week.

V. Reports

- a. **OFO:** Contingency is \$31,671.05 and small organization start up is \$1,300.00.
- b. **Senate:** None.
- c. **SGA Exec:** None.
- d. **Vice Chair:** I sent an email out with the application for Vice Chair. If you are interested in it you can email the application or hand in it within the next week.
- e. **Chair:** None.

VI. Discussion Items:

- a. **Black Student Union Travel Request**
BSU would like to attend the National Black Student Union Conference in Lincolnshire, IL where many other Black Student Unions will be attending. This conference is where we all come together and talk about challenges and struggles within each BSU. We give each other ideas and advice on how to keep a strong BSU. We also network with other campuses and alumni who have dealt with the struggles we are having now. We are requesting money for registration so 5 more students can attend this conference. Registration is \$225.00 per person. We have 19 total people wanting to go now.

Matt entertained a motion to make the BSU travel request an immediate action item. Kyle motioned. Megan seconded. Kyle called the question Megan acclimated.

Questions: Reed asked if travel and lodging arrangements were already made and if those will change due to the additional people. We reserved 5 rooms which can accommodate 20 people. We have 2 University vehicles and 2 others are taking personal cars. Katie asked if they have to contribute 1/3 of the cost because that is what organizations normally contribute for travel requests. Kim said BSU still has to pay 1/3 for registration so the request will be less than expected. The SUFAC contribution will be \$733.33 for the request tonight. Kim asked if they have been to the conference before. It is the first time for all of us, but most BSU organizations from the Midwest come to this conference and it's a way to share ideas, network, and learn from other BSU organizations. And it's a good way for freshman in BSU to get comfortable with other people as well as with students from our own campus. Kyle asked if there are any plans for the current agency balance. Not that I know of. Kyle asked if BSU will be using their agency balance to pay for this trip. Yes, we will use it to pay for our portion.

b. Kress Facilities Auxiliary Budget

Paul said he is the director of facilities. I manage the maintenance budget. In this current year we are requesting \$336,000 which falls in line with previous budget years that do not include any special purpose allocations. This request will still allow us to keep a small cash reserve on hand should we have any major mechanical or equipment failures to repair and will allow us to move forward without seeking additional approvals from SUFAC. The staffing levels will remain constant for next year. We have 1 custodial supervisor, 3 custodians, 1 groundskeeper, and 1 facilities maintenance specialist. Other specific facilities staffing needs are covered by the campus facilities management budget. These include: electricians, plumbing, locksmith, painting, HVAC, gardening and plant maintenance. These positions are not funded by students.

The S&E budget request remains constant at \$40,000. The categories for S&E include: Custodial (\$20,000), Grounds (\$6,500), Heating and Ventilation (\$7,000), and Maintenance (\$6,500).

In the special purpose line, utility and repair project costs are allocated to the campus based on the percentage of total square footage considered to be program revenue (PR) space, which is currently 19%. The PR funded portion of the new KEC is considered 8.6% of total facilities gross square footage. So within that 19%, 45% is assignable to the Kress Events Center. Recently, the campus was informed that funding formulas for roadway reconstruction projects must include the 19% program revenue funding requirement. So sometime in the future there will be a cost of \$448,000.

In the budget, \$164,000 is for salary and \$110,000 for fringe benefits. Student salaries are \$6,194, and there is a difference of \$1,700 because a student left a position and the new student started at a lower wage. In 2014-2015 the special purpose line has \$75,000 for future road projects. We gave back \$75,000 in 2011-2012 because the construction budgets came in below the estimate so we did not need to use the whole \$119,000.

Questions: Reed asked if this is the entire budget. Yes. Reed asked what GPR is. That is State tax dollar funds. 81% of the budget comes from the state. Reed asked about how they are going to cover the \$448,155. There is talk about bonding for roads in the future. If we have a \$1 million, 20-year bond that would be about \$50,000 a year and students would have to cover about \$26,000 of that. We can hold off on the roads for awhile because they are OK, but you can notice the difference between the old and new roads. We are trying to keep the \$336,000 a flat line. Our budget also considers the 1% pay plan increase. Matt asked if the \$75,000 for special purpose in 2014-2015 is being taken out of the cash balance. Yes but that \$75,000 might go away depending on what the campus needs.

c. Kress Events Center Auxiliary Budget

We have seen great participation at the Kress since it opened. Our staffing and the offerings we provide are great this year. We reached 10,000 participants in group fitness and our intramural participation has increased slightly. Our building usage has gone up and has been the highest since the building has been open; we had an increase of 500 people per week, which is probably due to a number of reasons. We oversee events and provide support for athletics. We had 751 events in the last calendar year. As you know we had President Clinton come to campus and he spoke at the Kress recently. We had to close the Kress for that event and that's the way it used to be when games were played before the new building was built. This building allows us pursue athletics needs in a better environment as well as provide more opportunities for students.

There are 8 total revenue sources: segregated fees, memberships, facility rentals, vending, concessions for non-athletic department events held in the Kress, Learn to Swim registration fees, interest income, and miscellaneous. Learn to swim is no longer a program because costs were increasing and revenue was decreasing. Private swim lessons have continued to grow and that is part of the Learn to Swim category. Vending is what we sell upfront and if there is a not an athletic event we get revenue from concessions. Miscellaneous is locker sales, aqua aerobics, and investment earnings. Kress Events Center revenues are deposited into two different funds: fund 128 and fund 102. Fund 102 is made up of memberships and facility rentals. Memberships are projected to increase this year because of a health initiative for faculty and staff that the chancellor initiated, but this has no impact on students. We also have some positions that are 102 funded, so the state covers the fringes for those

positions. The other six revenue sources make up fund 128 and SUFAC contributes 92%.

We are requesting the same amount as last year, \$550,522. S&E makes up 22% of overall budget, which includes laundry supplies, upkeep of weight equipment, floor cleaner, etc. We have 130 student staff positions at the Kress, which is 37% of the budget. Academic staff does have a projected 1% pay plan increase. We did have savings in academic staff because an employee retired and we were able to hire 2 new positions at a savings. Debt service is also listed as an expense because SUFAC now manages that. We've been having a negative balance in our budget, but we are able to do that because we built up a large reserve from when we did have savings on the debt service. There is also no capital projects budgeted for. We are always looking for ways to improve our service and programs to offer you.

Questions: Matt asked if the the basketball hoops in East and West gym will be replaced for next year. It should be done over winter or spring break. The divider nets will also be replaced because we have issues with those.

VII. Review of Tonight's Presentations

Facilities- Bryan asked if we will be seeing facilities again. Kim said they are the only facilities that SUFAC funds. Reed asked about the maintenance for the Union. John said it is taken care of with the Union budget. Katie is shocked that the Kress can be kept clean with only 4 custodians. Katie asked if they would have to present the extra \$448,155 in the budget. Matt said yes they would have to do that as well as plan for that. Kelly said he had a conversation with Paul and asked Paul to give him a 5 year plan for projects for the whole campus. Many of these are 20 year projects. It would be easier to do a bunch of these projects at once and bond them so the segregated fee isn't hit so hard. I wanted to get data on what those costs would be and the impact of those. Matt asked if we can get out of the 19%. John said many other schools are in cities so their streets are city streets, but our streets are the Universities because we are not in the city. John asked what the impact would be on a 20-year, \$1 million bond. Kelly said the top end would be \$80,000 a year but it would probably be less. John said it would be more likely around \$60,000-\$65000 which would cause the segregated fee to go up about 1%.

KEC- Jack said he is glad to know more people are using the Kress and that they are trying to get more people to go it by offering more activities. Shawn said he likes flat budgets. Josh thought it was cool they are averaging 500 more swipes per week. Josh said that you can tell just by looking in the fitness center that there are more people and there are more teams in the intramural leagues. Josh asked if there could be clarification of the funds. Matt said fund 102 is charges in memberships and facility rentals (tournaments and high school graduations) and everything else is fund 128 which is where our portion comes in.

VIII. Action Items

a. Black Student Union Travel Request

Matt entertained a motion to approve the BSU Travel Request for \$733.33. Shawn motioned. Megan seconded. Kim called the question.

Discussion: Kim motioned to enter committee of the whole for 10 minutes. Shawn seconded. Josh called the question. Kim acclimated. Entered at 6:24 pm.

The board discussed the BSU travel request.

Kim motioned to exit committee of the whole. Jack seconded. Shawn called the question. Josh acclimated. Exited at 6:31 pm.

Roll call vote. Passed 9-0-0.

IX. Announcements: Kim said that at the last meeting we asked what the administrative costs were for Athletics budget. Kim presented the email with the breakdown for those costs.

X. Adjournment: Matt entertained a motion to adjourn the meeting. Shawn motioned. Kim seconded. Josh called the question. Megan acclimated. Meeting adjourned at 6:34pm

Respectfully submitted by:
Lindsay Krapfl
SUFAC Administrative Assistant