

# SUFAC

## Meeting Minutes for 5 Nov. 2009

### I. Call to Order

SUFAC Chair Lynsy Beckett called the meeting to order at 5:16 pm.

### II. Roll Call

- a. **Members Present:** Lynsy Beckett, Matt Kehl, OFO, Jessica Olive, Joe Xiong, Ryan Conohan, Lindy Vang, Sophie Nelson, Dominic Petroni, Tiffany Wilhelm, Jeff Watts, John Landrum, Zack Howard, Aaron Szalewski

### III. Recognition of Guests – Rick Warpinski- Union; Kelly Kramp- Union; TJ Wheiland- Red Cross; Melissa Konrath- Red Cross; Jody Weyers- Red Cross

### IV. Reports

- a. **OFO:** Contingency is \$36, 529.28. Small org start up is \$1200.00.
- b. **Senate:** no report
- c. **Vice Chair:** applications are due tomorrow.
- d. **Chair:** pamphlets are received tonight with meeting rooms for all the meetings. A \$100 start up for Good Monsters was approved this week.

### V. Approval of Agenda- Lynsy entertained a motion to entertain the agenda. Matt motioned. Ryan seconded. Jessica called the question. Jessica acclimated.

### VI. Approval of Minutes- Lynsy entertained a motion to approve the minutes. Jessica motioned. Ryan seconded. Ryan stated that review of the evening was not added. Lynsy motioned to approve once added. Jessica called the question. Matt acclimated.

### VII. Discussion Items

- a. **University Union Budget:** Rick and Kelly from the Union are presenting the Union operating budget. We put together a list of “numbers” from last fiscal year. They are a quantitative description of all the Union offers. We did 11 movies last year with more than 2000 people attending. The academic planners. Phoenix Club sold 1800 Hansen’s Pizzas. We have 74 student employees. We had over 74,000 in attendance for all the events in the union. Over 2,000,000 in dining total sales. 2400 I.d.s were issued. Sold almost 20,000 stamps. 1.2million for ticket sales for non-athletic events. The percentage of segregated fees for the Union has gone down over the past few years for the total budget. Other forms of revenue is being found. We are expecting a significant decrease in funds that are going down. The rate went down from 5% years ago to 2% more recently. Operating expenditures- rent and lease agreements through the Credit Union, Bookstore, and DigiCopy bring about 36,000. With Aviands we are going up to about 160,000 because they pay the gas and utilities since the only gas that is used in the building is in the kitchen. In the 5 year spreadsheet: expenses- we are going to spend about \$6,000 less than we make with saving, student employees, etc. which will be about 2.3 million. The biggest thing will be supplies and expenses. The biggest fixed item is utilities about 1/10<sup>th</sup> of the charges, as well as administrative charges to the university. Academic staff wages is 253,000. A long running employee has transferred so the wages is a lot lower than expected. With a very large expenditure from one year, a fund balance will appear in another column; this should occur within years. Expenses: special purpose line for next year is \$35,000. That is the union’s contribution to the state’s special purpose fund. It is paid by all auxiliaries in the state to pay for all the utilities. On the transfer out line represents the give back to the state with the furlough that was put into place. We were authorized to spend the funds so they take back a 1% fee of segregated fee as a give back.

Because there is no pay plan we are actually paying less. There is a 5 year capital purchase plan which for next year the request is about \$50,000. Rick stated that he was informed that a furnace needs to be replaced because it is 32 years old. The cost is about \$200,000. The funds are not in the reserve to handle that. He asks if there is a way for SUFAC to fund this because the Union is a students' building. We don't have a fund balance because it is the students' pass and dining points which carry over to the next year. If you look at year 4 or 5 on the budget the mortgage will be paid on the Union. In 2013 and 2014 fire alarms need to be integrated with the system which is about \$150,000. These along with a 1996 dishwasher are on the list after the mortgage is paid off. Sophie asked why the fire alarms weren't upgraded when the Union was remodeled. We have a working fire alarm and they integrated it into the system we had because we had to get as much building as possible and cut down on other expenses. A fire alarm was too big of a ticket at the time and the consensus was to fund it down the road. Matt stated that last year it was presented for the budget this year, is there a reason why it is pushed back more. Affordability, we didn't want to add a \$40 per student burden. For air handler #4 it was the same story, it would be better afforded later. Matt asked if the air handlers 1,2, and 3 were smaller. They cover various rooms on campus including the Heritage room, the Phoenix club, the deli, loading docks, the theatre, etc. One unit supplies air for the Christie theatre. We hope to minimize it to about 1 unit for everything down the road. If we do have projects we get pretty good bids because the market is looking for work. With the fee change form we still remain the lowest with the rate increase of the minimum request for a dinning plan. We don't want to be the lowest so we are trying to gradually get in the range of other schools in the UW system since food prices are increasing. The budget that has to be turned into the university has to stay within the fee change percentage. In other schools, it is a built in cost for incoming freshman. Sophie asked why it is important to stay with other schools when it comes to prices. We have to stay consistent. In addition to that, when you go to other schools you may only pay for the food itself where we have to charge the retail price. We want our minimum plan to be attractive to the other contractors out there. None of it is contractual and it is a funding source. Jessica asked on average how much money is left over from students not using their dining plans. It is usually about a 1%. Pass points always carry over and are refunded when you graduate. OFO asked what the benefit for a reach in cooler is. It would put the compressor outside and makes it more efficient and we can regulate the heat and noise more. The life expectancy is about 10-15 years because we uptake them so well. It is foreseen as a minimal purchase in a sense. Replacement is being covered via commission from the dinning contract. Matt asked if they could go into more detail about the unfilled position. We reduced a position as well because s&e goes up so much. We feel we could be more efficient spreading out the duties over the existing staff. We would rather like to offer a position later that could manage and supply attention of the contracting information for the food and beverage workers. There are two potential plans of positions that are natural progressions of increasing management. The furlough will be planned back into the budget in a few years which indicate the large jump in costs. Rick stated that a jump in the actual costs is jumping so much because there is not a maintenance worker on site. Also, the formula was not applied on year 1. The custodial manager also stated that the costs of paper and supplies is increasing so much.

- b. **American Red Cross Request-** requesting money for club members to be trained in adult and infant CPR. We are also requesting this because we are a new club so we didn't get on the budget cycle. We are requesting the direct cost the Red Cross would have to pay. This includes books and certificates. Jessica asked what sorts of things the club does. We are working on a program that is going on for Veteran's day and bringing in a speaker who brings in quilts for military. We are also working with GTP on Feb. 2 for the speaker of Tom's Shoes who will be coming in. Matt asked if the materials will limit the number of students to be trained. We did a polling to find out how many students would actually be interested in being trained. If others step forward we could come back. Jessica asked if it was only available for club members. The money we are asking for is just for club

members. Matt asked if the club was limited to anyone. On campus only UWGB students, but as an agency anyone can volunteer.

## **VIII. Action Items**

- a. **French Club Travel Request-** Matt motioned to approve for \$315.73. Jessica seconded. Jessica called the question. Roll call vote passed 8-0-3.
- b. **Dean of Students-** Matt motioned to enter committee of the whole for 20 minutes. Jessica seconded. Ryan called the question. Jessica acclimated. Enter at 6:17. There was a discussion on the consistency of the Dean of Students budget. There was a discussion on in being both a good and bad thing. There was a discussion on the reserves.
- c. **Student Life-** Jessica motioned to enter committee of the whole. Ryan seconded. Jessica called the question. Matt acclimated. Enter at 6:45. There was a discussion on the card reader and it being a good investment. There was a discussion on the reserve.
- d. **Health and Counseling-** There was a discussion on the Psychologist and the tech upgrades. In general the board was in favor of the electronic upgrades. The minimal costs for receiving health care on campus are in favor. Matt motioned to exit committee of the whole. Jessica seconded. Matt called the question. Jessica acclimated.

## **IX. Review of the Requests**

- a. **American Red Cross Request-** They felt as though it was beneficial for the org to receive the training. Advertising to all students' campus wide is important. Matt gave a discussion on view point neutrality.
- b. **Union Budget-** there was a discussion on the meal plans. In effort to remain at the same level for competition; however, we are still a retail environment so the cost per item will not change. The spending power for each student is exactly what you buy into. The debt services line is on the budget request form. Followed across it is around \$300,000 and it keeps until a few years when the mortgage is completely paid off. It is completely borrowed money from bonds or other ways. There was an ending cash balance that was lower than thought due to renovation funds.

**X. Announcements-** SUFAC vice chair application is due tomorrow. Kress Budget will be heard next week. Budget will be sent out tonight. We are working on a few numbers with the Union on the \$200,000 furnace as to where that money can come from.

**XI. Adjournment-** Matt motioned to adjourn. Jessica seconded. Jessica called the question. Matt acclimated. Exit at 7:20.

Respectfully submitted by:  
Amanda Hart  
SUFAC Administrative Assistant