

# SUFAC

## Meeting Minutes for November 8<sup>th</sup>, 2007

### I. Call to Order

SUFAC Secretary Brad Zuleger called the meeting to order at 5:02PM.

### II. Roll Call

- a. **Members Present:** Brad Zuleger, Sheila Schroeder, Pha Thao, Lynsy Beckett, Andy Locke, Ron Ronnenberg, Matthew Kehl, Chris McDermott, OFO, Yue Yang, Anton Williams, Cheng Thao, Long Kha, Ainura Khissimova, Tania Galligan, Ryan Birdsall

### III. Recognition of Guests

Facilities Management- Chris Hatfield, German Club- Jeremy Schulthess, CCTV – Robert Sklansky, Mike Schilleman, SGA – Joe Tyrrell, Kress Events Center- Jeff Krueger, Dan McIver, University Union – Rick Warpinski, Vice Chancellor Tom Maki

### IV. Approval of Agenda

Matt made a motion to amend the agenda and add CCTV to Discussion Item C. Andy seconded. Pha made a motion to move the SGA request to Discussion Item A before Budget Presentations. Matt seconded. Pha made a motion to approve the revised agenda. Ryan seconded. No discussion. Pha called the question. Anton called acclamation. Agenda is approved.

### V. Approval of Minutes

Anton made a motion to amend the minutes to add Ballroom Dance Club and Health Services presenters under recognition of guests. Anton made a motion to approve the minutes. Andy seconded. Anton called the question. Anton called acclamation.

### VI. Reports

- a. **OFO:** The contingency balance is currently at \$22,917.94 and the small org start-up is at \$500.
- b. **Senate:** Meeting is next week Monday.
- c. **SGA Exec:** No report.
- d. **GTP:** Switchfoot and Relient K is this weekend.
- e. **Vice Secretary:** No report.
- f. **Secretary:** No report.

### VII. Discussion Items

- a. **SGA Contingency Request-** SGA requested a Robert's Rules book which is a reference on how to run meetings. SGA said it would be staying with all Student Senate for use by any speaker or any senator that wants to know how to do a meeting or other parole information. SGA said as of right now, it doesn't have a reference owned by Senate and is using only personal copies. SGA said it is requesting a 10<sup>th</sup> edition. SGA explained the 1<sup>st</sup> edition came out in 1867 so it is not revised very often. SGA said the biggest reason it needs this is the example with Mike Seleskie. SGA said it didn't have a reference to know that he could appeal and didn't know the proper procedure for impeachment. SGA said the agency balance says Senate has \$2,100 but that is actually agency for the executive branch. SGA said Senate has its own agency that has \$.67 cents in it. SGA said if the book is bought with executive agency money, the executive branch would be permanently loaning a book to Senate. SGA said it would be easier to have its own copy for senators and the speaker. Pha asked what was used before to run the senate meetings. SGA said it was asking other people how to do it and using a one sheet copy of basic things with nothing bigger on it like rules for impeachment and the running of an ad hoc committee. Pha asked if SGA has tried to borrow this book from the library. SGA said no, but it was talked about with the VP. SGA said the reason it wants its own copy is it wants one to have during the meeting and have it always on hand. SGA said

again with the impeachment, sometimes SGA would be working until the Union closed and the library wasn't open. Pha asked if SGA has tried to use internet resources. SGA said the ones online there is a requirement to pay or subscribe and explained it wants to have a book to have with Senate at all times during a meeting. Matt asked in last years budget for this year, there was a CD-Rom requested and where is that being used. SGA said when SGA presents a whole budget it's for all three branches and the CD-ROM was for the judicial branch. SGA explained that Senate is the legislative branch. SGA added from what is remembered, the CD-ROM is coming out with a new edition fairly soon and it's going to have an entire interactive updatable version that was never purchased. Pha asked since Robert's Rules of Order hasn't changed since it started why does SGA need a newer edition. SGA said this edition has been around for 20 years and is not able to get a 9<sup>th</sup> or 8<sup>th</sup> edition anymore. Chris asked if there were any copies. SGA said there are no other copies in Senate's possessions of the book in any edition. Pha said there is a copy of Robert's Rules in the SUFAC office. SGA said it wasn't aware there was a copy. Pha asked what would SGA do if it wasn't funded. SGA said it would keep asking other people for copies. SGA said currently, the person asked for a copy graduates in December, so Senate wants an \$18 reference and if SUFAC isn't in the office, it can't use it. SGA stressed it wanted something on hand for meetings and discussion of forming meetings. Matt asked how the agencies for SGA are separated. OFO said there are separate accounts for Execute, Senate and for SUFAC. Voting will take place next week.

**b. German Club Travel Fund Request-** GC presented a contingency request for travel funds because more people signed up this year than ever in the past. GC's presenter said he had been here for 5 years and never before had more than 28 people wanted go. GC said this year 50 people signed up with currently 36 going. GC said it budgeted for 28 people and need additional funds to cover the extra people. GC said allocation was \$876 for 28 people and it was looking at taking mini vans but due to more people it has become an impractical option. GC said it would then need 6 people over 21 and it doesn't have that many. GC said instead, it is looking at a Lamers coach bus and it received the Lamers state rate from OFO. GC said the agency funds are at \$158.91 now but there is more than that because of dues to the trip have been put in general agency funds. GC said it is charging \$20 a piece at 36 people for a total of \$720 from dues. GC said the total cost is \$2,287 and is requesting \$691 from SUFAC. OFO said the current agency is at \$778.91 and if you take that minus \$158.91, \$620 is funding from students with a projection to increase to \$720. OFO said a small correction was that the cost of hotels with tax is \$987.90. Cheng asked how many active members there are. GC said there are 50 people on the listserv with about 15 people being really active in the club. Cheng asked also if they are all members of German club. GC said general student body members are going, along with people in German classes and the club. GC said it knew of at least 5-10 that weren't involved in either German class or club. Matt said the original SUFAC allocation included the cost for minivans. GC said yes, it included hotels and mini vans. OFO said for 28 people it would be a total of \$1,314. OFO said it was a cost of \$714 for transportation and \$600 for lodging. OFO said the total cost of the trip is now \$2,287. Sheila asked if members who hadn't paid will be dropping out. GC said people who haven't paid also signed travel forms and everything. Pha asked when is the trip. GC said December 1<sup>st</sup> and 2<sup>nd</sup>. Pha asked if its been advertised around campus. GC said yes, including banner, table tents and other things. Pha asked if any faculty are going. GC said no. Pha asked will any community members will be going. GC said yes, friends of some of the German club members. Pha asked if they are included in this request. GC said yes, they are included in the overall total cost. Pha asked if GC is asking SUFAC to cover money for community members. GC said 1 or 2 people. Brad said only the money can be approved for students, not community members. Pha asked if its been gone on before. GC said 5 years now plus before that so around, 10-12 years. Matt asked by the look of it, 1/3<sup>rd</sup> contribution is short by \$34.71. GC said it would take it out of agency funds. Brad asked OFO to calculate the 1/3<sup>rd</sup> of \$2,287. OFO said \$754.71 would be the 1/3<sup>rd</sup> contribution. Matt said GC was already allocated \$876 and is asking for \$691 including SUFAC funds already given in lesser contributions. Matt said dues need to be at \$754.71 for 1/3<sup>rd</sup> contribution. Matt said \$876 plus \$754.71 would be a total of \$1,630.71 from SUFAC. Pha asked for a calculation of how much they are actually requesting. OFO said \$656.29. Brad asked if that takes into account 2 were community members. GC said 1

community member and their cost would be \$20 and overall cost so roughly \$35 for them. OFO said to change the total request to \$657.19 Voting will take place next week.

**c. CCTV Camera Request -** CCTV presented and said it is a student org on campus that provides every student in studio and out of studio experience with cameras outside of the classroom. CCTV said it has 2 tv shows that run weekly with a variety of off campus field work for other orgs such as student life and admissions. CCTV said it currently does not have a camera and in the past as well as now, CCTV said it borrows Channel 20's camera which is separate from the org. CCTV said since internship has been developing in Channel 20, cameras are in use more often and rarely available. CCTV said ti is requesting this camera that is in SUFAC's possession. Pha asked if CCTV would soley have use of the camera or if other orgs can request to use it. CCTV said yes, other orgs could sue it. Pha asked where it will be stored. CCTV said in 3312 it has a locked office in the basement with a combination key like a normal apartment door. CCTV said it will soon have card access swipe and added that there is a lock on the cabinet that it will be stored in. Voting will take place next week.

## **VIII. Auxiliary Budget Presentations**

**a. Kress Events Center-** Kress had it's Director of Operations Jeff Kreuger present. Kress said he's been on the job for over 2 months and has experienced a lot of people being excited about the new facility. Kress said it appreciates the contributions that made the facility a reality. Kress said what is provided in services has grown and expanded with a new fitness center, a new aerobics room and a lot of new programming. Kress said everything has gone well and building usage has increased by 210% since what was scanned last year. Kress said it only expects that number to grow. Kress said on average, there are 45 people per half hour in the fitness center. Kress said in the past the fitness center was basically 3 spaces at 2500 sq. feet. Kress said now the fitness center is five times that space now with new equipment and a lot more of it. Kress said the aerobics program has been up to 650 participants since last year with a 40% growth in participation which saw the need for expanded classes. Kress said just instituted was a new climbing tower and it is pretty exciting. Kress said it provides new elements and employees and climbers can overcome obstacles and learn new skills. Kress said intramurals are up 25% with 27% for indoor in usage. Kress said it anticipates growth there. Kress said the new facility no longer has a \$60 membership fee and it hopes people are taking advantage. Kress said those are huge reasons why its up. Kress said open recreation activities were small windows before when the sports center had events, with new times to reschedule intramurals and get practices in but now pretty much students can come in any time of the day and use it for basketball or volleyball. Kress said with the turf gym it is hoping to have exciting new opportunities and intramural opportunities for usage and Kress added it is not certain any other institution has a turf gym with recreation priority. Kress said it hopes to continue to be able to collaborate on events such as, graduation, the Relient K concert, frost fest and those sorts of things. Kress said it would give a quick overview of the budget. Kress said to look between page 2 and the auxiliary spreadsheet, and see the sources of funding request is \$1,324,000 in seg fees. Kress said \$89,000 are vending sales and learn to swim revenues which brings the total receipts to \$1,413,000. Kress said total expenditures are about \$1,389,000 of that number. Kress said in debt service, about \$771,000 is to pay off the bonding on the building. Kress said the remaining \$552,000 of the seg fees are to pay for operating costs and for salaries and wages for student and professional staff as well as the S & E in the budget. Kress said it is asking for a 3% increase in operating fees based on the wage increase for the state pay plan and fringe benefits with a \$.25 cent raise to student salaries in anticipation of a minimum wage increase. Kress said \$253,000 of the budget is for 110 student employees. Kress said it is one of the largest student employers on campus and it couldn't survive without them. Kress said it likes to think it helps offset tuition and living expenses as well as have professional development in the student's life. Kress said both student and employer benefit from that relationship. Kress said under S & E, there is \$101,000 for 08-09 last year and \$124,000for approved but estimated is at \$267,000. Kress said the difference came from rather than lease the equipment it saw that a better investment would be to purchase and depreciate that equipment over time. Kress said in 2010-11 it will start to turn over existing equipment with an extra \$30,000 to replace equipment a few pieces

at a time so there will be good equipment for student usage. Kress said at the bottom, the total operating expenditures are roughly \$1,381,000 with an operating margin of about \$24,000. Kress said because of it buying instead of leasing the equipment it has negative reserve balance. Kress said this year and next year, it will be paying off the negative reserve to get back to a zero on the reserve. Chris Hatfield, the Director of Facilities Management presented a budget request for the operations and maintenance side of the Kress. Kress said it is designed to maintain a similar level of care that other campus buildings have. Kress said it is about maintaining the building, systems associated with building, and grounds around the building. Kress said it is also just budgeting to take care of routine building usage and not budgeting for extra costs that are associated with special events. Kress said the unique element about this building is that it is very large and luminous, adding 174,000 sq. feet to campus. Kress said by comparison the old sports center was 76,000 sq. feet, MAC is 130,000 sq. feet, and the only building bigger by itself than the Kress is the library at 180,000 sq. feet. Kress said that's just floor space. Kress said the fact that its open longer than any other building, with two shifts of custodial operations to support, it has heavy usage and lots of unique labor intensive features. Kress said a comparison of what other institutions pay for usage of buildings shows that in 2004-05 costs were at an average of \$4.19 per sq feet for public institutions. Kress said compare that with 174,000 sq. feet for the Kress at \$4.19 would be \$729,000. Kress said it is actually requesting \$329,000 for a total of \$1.87 per gross sq. foot. Kress said the rest of the campus is \$1.90 per sq. foot roughly. Kress said it is requesting to maintain the staffing of 4 custodians, 1 facility maintenance specialist, and 1 groundskeeper. Kress said with custodians, the campus averages just over 1,000,000 sq. feet and these custodians would be working with just over 40,000 sq. feet for each. Kress said it would be 4 custodians in 2 shifts with \$43,000 per custodian. Kress said in the old sports center, there were 2 custodians with 48,000 sq. feet each. Kress said MAC has 4 custodians on 2 shifts as well. Kress said the building has lots of heating, electrical, and air ventilation that is all brand new but all cost money to operate. Kress said it plans to have a facility maintenance specialist with their home base at the Kress so he can take care of it to maintain. Kress said if special assistance is required it will bring other staff members from Facilities Management or contract outside. Kress said as far as grounds, there is extensive landscaping, sidewalk, parking lots and turf gym to maintain. Kress said the salary costs for the 4 positions rise with the pay plan that is approved. Kress said 4.7% is what is budgeted for. Kress said S & E was approved \$30,000 for this year and it stayed the same as Kress doesn't really have a reason to raise that. Kress said it is important to note that it is a big unknown though. Kress said it is important to note that it bought some specific equipment to help outfit building and in the future it hopes to use already bought equipment to maintain and will not be buying all new equipment at the Kress. Kress said it may need to replace items in the future though. Kress said the estimated spending for this year is \$211,000 compared to revenues of \$325,000. Kress said there is a \$118,000 cash balance projected, as it is only operating for part of the year, it is still not fully staffed. Kress said it needs to hire one more custodian for seg fee to remain constant for next year as cost rises with the full year. Kress said the cash balance will go down in the future where 4 years from now it'll have to increase fee to maintain a small balance. Pha asked why does Kress anticipate a decrease of \$44,000 in sales and charges. Kress said part of that is the learn to swim program. Kress said it is a huge swim program run for 9 weeks in the summer and 10 Saturdays in each fall and spring. Kress said registration numbers have been decreasing the past 4 years with the East Side YMCA being built as competition. Kress said the other reason is if you look in 06-07 actual, the advance deposit of \$25,132 is learn to swim revenue for 07-08. Kress said if you add the advance deposit with sales and charges that gets you closer to what is budgeted. Pha asked why did debt service go up. Kress said the State of Wisconsin bonds as a project goes along as it needs money. Kress said the campus was informed official bonding will be in spring which will increase for 08-09. Matt asked how many community members regularly attend the Kress. Kress said 48 community members, with them being community, alumni and senior citizens. Pha asked looking at line 1 for seg fees, why is there about a 10% increase from 07-08 to 08-09 and only a 3% increase in sales and charges. Kress said most of it is additional bonding and 3% is based on operating budget and the quarter increase for students and the state pay plan for professional staff. Matt asked how much community members are

being charged. Kress said \$390 for regular community members, \$345 for alumni, and senior citizens are charged \$280, and faculty staff is charged \$225. Pha asked will Kress be charging students in the future. Kress said no, it is not in the plan. Pha asked who ran the facilities in the past. Kress said there will be 4 full time staff members in the Kress, 2 were previously employed. Kress said the gentlemen that ran it before, Frank Madcarevic is employed now. Pha asked who coordinated the events in the past. Kress said it was a combination between Frank and Tim Heeline, some athletic staff members and other staff members on campus. Kress said before it was a much less sizable facility to work with also. Kress said the new one is a lot more demanding. Chris asked when special events if that cost isn't included, will it be passed on in the future at cost of the people putting on the concert. Kress said the only cost that could be potentially passed on, for example, is extra student staff to lay down floor covering, as outside events will be rental cost and charges accrued for running it. Long asked if Kress is planning to hire more staff. Kress said it is in the middle of recruiting an event coordinator and is going to hire a fitness coordinator which is a classified position already budgeted. Pha asked what are various staff doing now, and why does Kress need an event coordinator now. Kress said a little history and insight with for instance, the donor dinner on Oct 18<sup>th</sup> and the past grand opening. Kress said between Jeff, Frank, and Tim, the staff is averaging 14 hours a day 6-7 days a week, and it is very taxing on staff. Kress said people will have less work but hopefully work more consistent with 40 hour work weeks. Kress said it is still working on developing the climbing wall and will help other staff spend time and resources on what they should be doing. Pha asked what academic staff have been hired. Kress said only 1 and they started on the 1<sup>st</sup> of September. Kress said that would be the presenter, Jeff Kreuger. Pha asked if events coordinator take over all event planning various staff members did before. Kress said not all, as there is lots of interactions between staff and collaborations. Pha asked if Kress could justify what the events coordinator will be doing. Kress said it will be involved from start to finish to an event, work with athletic games and contests, any campus related event including concerts and graduation. Kress said and as far as outside entities, it will be doing a lot of work on contract rental agreement and see the payments are tracked. Kress said it will schedule many more areas on the campus calendar, and making sure event times do not overlap. Kress said in past, women's basketball game pretty much shut down the facility. Kress said now, people can use climbing wall, racquetball, fitness, intramurals and all that can happen during a game now. Matt asked how many community members used to be in the old building. Kress said roughly the same number and it is one area we target more. Kress said it doesn't want to target too much, because it wants to see how student use and faculty use increases. Matt asked if Kress can estimate how many more community members it is looking at in the next few years when figuring out revenue. Kress said it will go up slightly in community use, but that is not the primary customer. Kress said particularly, the seniors work out early. Kress said one reason it won't see that number going up by a lot is that it can't compete with private sector. Kress said there are 4 YMCAs, Bellin health, Oneida, Curbs and lots of saturation in the area. Kress said it doesn't see Kress becoming a huge community thing, as the hours cater to the hours of the students. Kress said lots of students are not here in the summer, so why should students pay more to keep it open in the summer if students are not here. Kress said it didn't plan for a lot of revenue. Pha asked under operating expenditures for academic staff will that cover all staff costs for \$144,000. Kress said yes as well as the new staff being hired. Pha asked for the people hired for grounds keeping, could Kress justify what their jobs entail. Kress said first of all, they would maintain landscaping that is all new, the lawn area and in the winter time walks need to be shoveled and salt applied for safety. Kress said the parking lots need to be plowed, watering needs to happen, the area that is no longer a field needs to be taken care of Kress said before it was all natural and a field. Pha asked whether the staff that will be hired are responsible to report to the Kress. Kress said they work for facility management as well as work for the Kress. Pha asked if they are new people being hired or transfers. Kress said 2 people are transferring, a grounds keeper starts on Monday that is being transferred from the union. Kress said other than that custodian transfer, all others are new. Pha asked in the past if the grounds keeping was taken care of no charge and why its needed now. Kress said a lot more work is being done and need to maintain it adequately so it's at the same level as the rest of the campus.

Kress said there are 5 other people in grounds including the supervisor for the campus. Pha asked if the reserve could be justified of \$118,000. Kress said it's the first year until fully staffed and building fully operated and its not going to spend everything that is going to be budgeted. Kress said its so the seg fees can be maintained at where they are at. Kress said that cash balance will decrease. Pha asked for clarification, will the reserve go down over four years. Kress said it is estimated that the \$118,000 by 2011-12 will drop to \$50,000 and that's where Kress plans to maintain that balance. Pha asked why does Kress feel it needs a reserve. Kress said it doesn't know what it will cost to operate the building and is tracking all the costs and Kress just doesn't know. Kress said it doesn't think it would be prudent to plan for no resrserve. Pha asked how well attended were the programs developed by the fitness director. Kress said that's the staff that is being hired. Kress said the aerobics coordinator is overseeing that in terms of staffing. Kress said in terms of aerobics programming it is up over 40%. Kress said it doesn't have real numbers from this year from last. Pha asked has there been any demands to utilize it. Kress said demands for the 4,000 seat arena have been made by a high school basketball double header coming up this month and a boys and girls sectionals at the end of February. Kress said it is also in negotiations for Green Bay High School for commencements. Pha asked if any revenue was being made. Kress said yes. Anton asked if community members include alumni. Kress said yes. Anton asked if it was free. Kress said those individuals graduated are offered a free 8 month membership in January of 08. Kress said it is a one time thing that needs to be taken advantage of as it is not offered again. Anton asked under operating S & E, how long the purchased equipment lasts vs. leasing. Kress said cardio last 3-5 years and treadmills can be refurbished to get another 5 years out of them. Kress said in terms of weight equipment Kress can get 10 plus years. Kress said initially in 2011, it will replace ellipticals because that equipment goes out early. Kress said every year it will start to turn over more pieces before they are fully depreciated to get some resale value in exchange for new equipment. Kress said for the weight equipment, it still has a full line of existing equipment that came from the old facility that is still very functional. Pha asked how much will it cost to repair the equipment. Kress said service contracts cost varies, but Kress is planning about \$6,000 a year for maintenance. Kress said all of the cardio pieces have preventive maintenance done twice a year and weight equipment once a year. Kress said it certainly wants a trained professional to look to make sure its in proper order. Pha asked if revenues from events are reflected in the budget. Kress said it also has 102 money, which is GPR state money but not allocated. Kress said it is money generated itself with rental revenue and membership revenue in that fund to offset Ken Bothof's salary and Dan's salary. Kress said it allows to save fringe benefits on those salaries. Kress said rental revenue goes in 102 fund as well. Kress said the 102 fund has to be zero at the end of the year, so rental revenues have to zero out into salaries. Matt asked from last years minutes, it was said Kress was projecting 102 fund to go down. Kress said it went down as Kress was eliminating student membership revenue which decreased revenue projection by \$75,000-\$80,000. Kress said it hopes to see it grow. Voting will take place on a future date.

**b. University Union-** University Union said it hopes to follow along with the board with the papers handed out. UU said first of all, it would like to initially thank SUFAC as the members are all very involved students with excellent questions. UU said SUFAC has always been the most involved governing board and an important component of the budgeting process. The UU presenter introduced himself as Rick Warpinski, director for the University Union with a multitude of other responsibilities. UU said for example, it deals with the Shorewood golf course which is not in the UU, deals with campus administration, and is directly responsible for contracted dining services. UU said the current contractor Sodexho reports to Rick. UU said it deals with campus vending as well, campus ATM and in a few years, a banking service lease with UW-credit union. UU said the total budget is between \$5,500,000 and \$6,000,000. UU said it is approximately \$2,000,000 budget presenting today. UU said if you count all professional staff, it is close to 40, with about 130-140 student staff in all departments. UU said the organizational chart is included with staff positions and departments in different colored boxes. UU said for example, the Phoenix Club, UTIC, those are budgets each staff department submits to Rick to build a bigger budget. UU said every year the department's request is always much more than what is brought to SUFAC. UU said it also tries to meet

their needs and do best thing for their area. UU said jumping back to the Union, in case some of you aren't hanging out in the facility enough, it was built in 1977 with student money. UU said it was added to in 1985 with student money, in 1993 added on with student money, as well as right now with largely what is student money. UU said students felt need for a space of their own and there is an old adage that the union is the living room of the campus, the rec room, the family room, the dining room, the bathroom but it is not the bedroom. UU said there are two packets that are collated. UU said it does not take submitting the budget lightly, and it takes painstaking amounts of hours. UU said it is looking for a total request of 1,529,000 and that is an increase from 07-08 of roughly \$132,000. UU said on a per student basis, last year it was \$4,606 for the FTE number and this year 08-09 will be \$4,800 for FTE. UU said next year may or may not be there. UU said that comes out to an additional request of \$18.91 per student for the year. UU said going back to the major spreadsheet, UU does plan to have a variety of sales and charges of \$575,000 and an interest income of \$50,000. UU said it is a significant number and that ending cash balance will generate interest because all students make deposits on pass and dining points. UU said it is currently earning 5% on cash balances, which helps offset seg fee allocation. UU said there are \$2,154,000 in operating receipts in expenditures for academic staff, which is a combination of classified and academic. UU said academic staff have \$346,000 for 08-09 and classified \$190,000. UU said student wages are at \$348,000 and UU employs 80-90 students. UU said the current rate structure is higher than minimum wage. UU said in 09-10 the minimum wage will go up what we have projected. UU said there are \$295,000 in fringe benefits, which is purely formula driven. UU said 68% of wages are for classified fringe benefits. UU said \$632,000 in operating S & E with a special purchase charge of \$27,000 which is a state requirement that PR buildings have. UU said it is the only one on the campus, and that money can be used to offset utility infrastructure needs for the future. UU gave an example that if UU needed to rebuild power lines, it could use that instead of reserve. UU said the number of additions that have been built on, require the UU to hold a mortgage of \$311,000 per year, for the addition plus all renovations. UU said it will be happy next year when the budget will show in 2013-14 because that number will go to zero and all mortgages will be paid off. UU said it is hoping to contribute to the fund balance of \$3,468 which is estimated to be at \$70,700. UU said one special note is that it always has a carry over of pass points from one year to the next. UU said just short of \$50,000 is carry over pass points owed to students. UU said the true fund balance was actually only \$3,000 or \$4,000. UU said students can get refunded pass points if they graduate. UU said if the board looks at the other sheet, the next year is the first year of full operation with renovated and additional square footage that will add 21,000 sq. feet and an additional 18,000 sq. feet remodeled. UU said it will be factored in the additional cost to operate the facility, including higher utility costs, air handling, updated kitchen facilities and increased use of supplies to maintain the building. UU said it will also need more toilet paper, more hand towels, and additional student staff to work in the club and UTIC. UU said it is expecting additional revenue which will be paying to construct the space the UW-Credit Union at a cost of \$100,000. UU said there is a lease of about \$16,000 that will go to the union directly to help cover costs. UU said with that space as well as the rest of the building, commission of sales from Sodexo, increased use of the new facility, UTIC bringing in revenue and the Phoenix Club's new snack and beverage component, revenue will increase. UU said it doesn't have any capital budgeted because it removed capital for the current year. UU said anything over \$5,000 has to be listed as a line item and UU eliminated capital with hope that funds available from the project will cover the current and future year. UU said primarily those are point of sale transactions, with a server upgrade for remodeled and new areas for the systems so it can be on one server instead of two. UU said general increase in S & E happens with the expanded facility. UU said it has budgeted 4.7% increase in staff wages and is waiting for it to be approved by legislature. UU said there is an 8-9% increase in fringe benefits for health insurance. UU said the UTIC generated \$24,000, to help to offset costs. UU said underneath the spreadsheet, there is an assumptions page for future years. UU said there is a 5% increase in seg fee for the upcoming 4 years and general inflationary increases. UU said basically it is increases in utilities. UU said it needs to have a reserve. UU said there are 6 air handling units, industrial furnaces and if one goes down, the minimum

charge to fix would be for 6 approx \$3,000. UU said filter changes need to be maintained and the cost to replace an entire air handler would be \$50,000. UU said each one has different cost structures associated with it to maintain and replace. UU said it can't plan for a furnace to go out. UU said it does rely on some revenues and if there is a downturn in revenue, it needs to be able to be offset by using reserve instead of requesting funds from wherever. UU said 08-09 it will also be working on going out for bid because the campus dining contract will complete as of August of 09. UU said the following budget year it will have a new dining contract not necessarily a different caterer though. UU said it also has new relationships to build with the credit union, phoenix bookstore and AIC. UU said it all hopes to happen in spring and it is hoping to work close with them with programs and services UU said it is hoping with the bookstore, the credit union and updated dining, it will bring more people in building. UU said summarized revenue and expenditures are also in graphic detail bulleted, with charts showing where revenue comes from. UU said seg fees are 75% of revenues. UU said under sales and charges, the biggest contributors are ticketing fees, university id, and Sodexho commissions received on each sale. UU said the expenses are put into a kind of bar chart to see how those run. UU said it is proposing to increase the minimum dining plan which is currently at \$600 to \$700 for beginning of the 08-09 year. UU said the reasoning behind it is that it is generally accepted in the residences halls that students do not have adequate kitchen facilities and are required that a dining plan is purchased. UU said because that comes through the Union, it had over the years to determine a minimum rate. UU said the current year at \$600 is the lowest dining plan and the next lowest is UW-Milwaukee at \$893. UU said it is 1/3<sup>rd</sup> lower than any other UW school. UU said at \$700, if you were a student living on campus 105 days, with 1.2 meals a day that you can eat at \$5.50 average per meal. UU said it doesn't want to put it up too high, take over course of a number of years to get to the average of the UW-schools. UU said nobody wants to be the high or the low so its trying to find a way to be in the middle. UU said it was happy to entertain questions. Pha asked if the reserve could be clarified from 06-07 to 08-09 ending cash balance for approved to estimated actual. UU said it ended up funding things for building project and because when they are entered, it is not necessarily approved accurate or near reality but it had to be used at the time. UU said to them, that 304 number means little as it is an inaccurate number at the time. UU said it can't explain why that number 304 is not planning to contribute to the bottom line. UU said it is planning to use \$80,000 in 07-08 which is the current year. Anton asked in actual 06-07 there was a surplus of \$53,000 but that wasn't transferred to the beginning cash balance. UU said that transfer update was not made with that particular figure. UU said the ending cash balance was not the operating margin. UU said the middle grey bar is the operating margin for receipts and expenditures. Pha asked if any new staff will be hired. UU said not this year but it is currently in process of hiring new staff in anticipation of opening the new facility. UU said it will be hiring a new person to supervise front of house operation in the UTIC and additional ticketing revenue is covering the majority of that cost. Anton asked why it says the financial specialist is vacant. UU said that departure happened in late August and is just now looking at a transfer from another campus department. UU said classified staff have 3 months of salary and fringe savings on the current year, depending on when the new person starts. UU said estimated actual is factoring some leavings from certain staff and transfers. UU said salary and fringe savings will happen from these events. Anton asked as far as Sodexho, are students involved in process of the next contract. UU said while he has been around, he has not run the contract turn over but generally, it will get a student and probably campus committee together comprised of students. UU said it will get them together to talk about what the students want, what the students needs and working on getting goals in line with each other. UU said there are three major contractors that would want the bid: Sodexho, Chartwells and Aeramart. UU said others generally don't go fighting for the UW-Green Bay account because it is too small. UU said it can tell either happily or sadly that no incumbent has ever retained the contract. Anton asked on the pie chart, he noticed miscellaneous for \$29,000 and what that was. UU said that is avariety of different revenue services. UU said for example, it collects and compacts it's own cardboard and gets revenue for that when its picked up, which is a couple thousand dollars. UU said there is revenue from cultural cuisines that students and faculty attend, four or five smaller ones in that number. UU said it expects

some charges from the bookstore to cover overhead and use of building and utility cost. Anton asked for the increase of \$100 for dining plans, for students at the end of the semester, how many have money left over on card. UU said a little over a million dollars in dining plan points are spent on campus, with less than 1% not used by students on plans. Anton asked how many students have a required plan. UU said there are 770 students required on a plan, depending on residence life with about 300 of those buying in at a higher level for \$775. UU said in addition, over 300 students bought an apartment commuter plan ranging from \$100-\$300. UU said those numbers for students buying a higher plan used to be only at about 170, so there has been an increase in 120 more people. Anton asked over the next 3-4 years if UU plans on maxing out at an average of \$950. UU said everyone else is increasing, but UWGB probably will not go that high in 3-4 years. UU said it is trying to take it 1 year at a time and gauge student feedback on how its working. Anton asked what forces kept it so low for so long. UU said it wasn't at \$600 always, it was at \$500 5 years ago and it took 5 years to increase it. UU said it was purely contract driven as the last contract was to increase it to \$600 over 5 years and that is what was done. UU said it used to be done on a check system, students were allowed so many meals and students got checked off when they purchased a meal. UU said another reason for the change is that it requires the contractor to go and seek out and earn that dollar. UU said by keeping it low, it is still putting the requirement on the contractor to provide good quality food. Anton asked if Madison, Milwaukee and Eau Claire have higher rates and if they use the same type of system. Brad said that is irrelevant. Matt asked if the org room and SGA suites are falling under the current construction or something else in the budget. UU said its in no man's land and it is currently projecting to have unspent funds from the project which if that is to be the case and it becomes true, remodeling SGA and student life can become a reality. UU said it is not part of the project work as you see now, but it hopes to get in some maintenance and S & E. UU said there was water damage over summer that might of ruined the carpet and is hoping the contractor pays for that so UU doesn't have to. UU said it is planning to be done in March and to spend the summer to get all the spaces up and running for the fall. Voting will take place next week but may be asked back.

## **IX. Action Items**

**b. *Dean of Students-*** Andy made a motion to approve DOS budget. Lynsy seconded. Pha said it is basically asking for the same thing as last year with no really big changes. Andy said it shows the efficiency of DOS. Motion passed 10-0-2.

**c. *Campus Life-*** Andy made a motion to approve the Campus Life budget. Lynsy seconded. Motion passed 10-0-2.

**d. *Ballroom Dance Club-*** Andy made a motion to approve Ballroom dance in full. Yue seconded. Andy said it looked good to him. Pha said they are trying hard to raise funds so they can attend these competitions and it is a good request with opportunities for students to get involved in ballroom dancing. Motion passed 11-0-1.

## **X. Announcements**

Next week Thursday at 5pm, I believe the meeting is in the 1965 room and Athletics will present.

## **XI. Adjournment**

Lynsy made a motion to adjourn. Matt seconded. No discussion. Meeting adjourned at 7:32pm.

Respectfully Submitted by,

Joy Hanneman  
SUFAC Administrative Assistant