



**STUDENT UNION BOARD OF DIRECTORS
MEETING MINUTES**

**February 4, 2020
4:00 PM in Student Union Meeting Room 6**

- Voting Members Present:** Sonja Daniels, Ellen Middaugh, Antonio Bustamante, Cynthia Fernandez-Rios, Yissel Reyna, Charlie Faas, James Naung, Emily Wughalter
- Voting Members Absent:** Nicholas Ayala, Branden Parent, Jeanne Trang
- Non-Voting Member Present:** Tamsen K. Burke
- Guests Present:** Amy Guerra-Smith, Terry Gregory, Kim Hagens, David Alves, Debbie Gairaud, Jerry Darrel, Kelsey Snook, Mario Duran, Matthew Lee, Dominic Ackerman, Juane Pruitt, Jeff Hill, Larry Van Steenhuyse (by telephone conference), Spyros Gravas, Mitchell Fishman

I. CALL TO ORDER

Cynthia Fernandez-Rios called the February 4, 2020 Student Union Board of Directors meeting to order at 4:03 pm in the Student Union Meeting Room 6.

II. ROLL CALL

Cynthia Fernandez-Rios asked Amy Guerra-Smith to do roll call. Amy Guerra-Smith noted that she completed a visual roll call.

III. APPROVAL OF MEETING AGENDA FOR FEBRUARY 4, 2020

Cynthia Fernandez-Rios asked for any changes needed to the FEBRUARY 4, 2020 STUDENT UNION BOARD OF DIRECTORS MEETING AGENDA. Tamsen Burke requested to move agenda item, VII. I. Paseo Fresh – SU Dining Alterations to VII. A. and all other agenda items to follow thereafter.

Cynthia Fernandez-Rios asked for a motion to approve the February 4, 2020 Student Union Board of Directors Meeting Agenda with the requested changes.

Emily Wughalter moved to approve the February 4, 2020 Student Union Board of Directors Meeting Agenda with the requested changes.

Charlie Faas seconded the motion.

VOTE ON THE MOTION: 7-0-0 MOTION PASSED.

IV. APPROVAL OF DECEMBER 3, 2019 MEETING MINUTES

Cynthia Fernandez-Rios asked for any changes needed to the DECEMBER 3, 2019 STUDENT UNION BOARD OF DIRECTORS MEETING MINUTES. Cynthia Fernandez-Rios asked for a motion to approve the December 3, 2019 Student Union Board of Directors Meeting Agenda as presented.

Yissel Reyna moved to approve the December 3, 2019 Student Union Board of Directors Meeting Minutes as presented.

James Naung seconded the motion.

VOTE ON THE MOTION: 6-0-1 MOTION PASSED.

V. PUBLIC FORUM

No one was present for public forum.

VI. EXECUTIVE DIRECTOR'S REPORT

Cynthia Fernandez-Rios noted that a Board Report was emailed to the Board Members and thanked Amy Guerra-Smith for the new format. Ms. Fernandez-Rios encouraged the Board Members to read the report when they have a couple of minutes.

Tamsen Burke noted that she did not have a verbal report for this meeting and referred Board Members to the Board Report that has highlights from the Student Union departments.

VII. AGENDA ITEMS

A. Paseo Fresh – SU Dining Facility Alterations (Chartwells - Spyros Gravas, Mitchell Fishman)

Spyros Gravas and Mitchell Fishman presented the Board Members with the details on the request to modify the Paseo Fresh dining service areas noting that the current layout of the space is not very conducive to serving patrons in an efficient manner. Mr. Gravas explained the proposed concept details to the Board Members noting that the proposed space will include space to offer three different hot food options, a salad and soup counter, delicatessen, espresso and coffee bar, cold entrée options, and grab and go area for beverages and snacks. Mr. Gravas noted that the proposed concept of self-service cafeteria-style is to create options which will speed up the services by have 4 or 6 registers.

Chef Mitchell Fishman informed the board Members that Chartwells is also working on offering various new food choices such as authentic Indian food and menu changes frequently so that the menus are not static.

Tamsen Burke noted that the construction is slated to begin this summer and completed by the start of the fall semester. Ms. Burke also noted that Chartwells will be paying for all the costs associated with this renovation.

Cynthia Fernandez-Rios asked for a motion to approve the Paseo Fresh-SU Dining Facility Alterations as presented.

James Naung moved to approve the Paseo Fresh-SU Dining Facility Alterations as presented.

Antonio Bustamante seconded the motion.

VOTE ON THE MOTION: 8-0-0 MOTION PASSED.

B. Presentation of the Market Outlook and the Student Union, Inc. Investment Policy by UBS (Larry Van Steenhuyse and Jeff Hill)

Jeff Hill, UBS, gave the Board members a brief overview of the market outlook for 2020 noting that there were several factors influencing the market performance in 2019 such as tariffs, trade wars, and the trade deal with China. Mr. Hill noted that factors that could impact the market performance for 2020 are the impact of the coronavirus on the China's market and the Presidential election in November.

Larry Van Steenhuyse gave the Board Members a brief overview the Student Union's Investment portfolio noting the portfolio is a mix of various asset allocations like equities, fixed income, cash and cash alternatives. Mr. Van Steenhuyse noted that the Student Union investment portfolio is categorized as 1.83% in cash, 40.30% in fixed income, 47.77% in equity, and 10.10% in non-traditional funds. Mr. Van Steenhuyse reviewed the Student Union's investment portfolio with the Board Members noting that the portfolio performance is healthy.

C. Space Utilization and Needs Assessment - External Review Update

Tamsen Burke informed the Board Members of the preliminary results from the external review for space utilization and needs assessment noting that the review committee made a couple of recommendations for immediate action. Ms. Burke noted that the Student Union expects the full report in about six weeks and will share it with the Board members.

D. Spartan Recreation and Aquatic Center Construction Update

Tamsen Burke updated the Board Members on the various SRAC construction projects noting that the climbing wall project is completed to our expected standards. Ms. Burke noted that the company also fixed all the broken hand holds as well.

The Mondo Flooring project is under way however there are some areas where the floor still needs to be replaced. The project delay is due to not having enough product and shipping from overseas. The Student Union is working with Hunt Construction to finalize plans for the remainder of the Mondo Flooring project and to create a plan to address the underground leak near the pool. Ms. Burke noted that this should not impact the MPFS Water Polo Tournament later this year and that the Student Union is working with Athletics.

Jerry Darrell indicated that the Student Union is also working through the pool heating system noting that one of the heat exchangers failed and there is a lot of hammering going on because of the way the system was designed. Mr. Darrell noted that other projects on the punch list are the elevator issue, pool deck draining issue, and the repair of the mirror and glass.

E. Lane 15 Bowling Center Construction Update

Jerry Darrell reported that Fire Marshall has granted occupancy for the Lane 15 area however the project is still waiting on the Health Department approval. The billiards area is open and operating while the Lane 15 area is getting ready to open. Ms. Burke noted that she is working with Chartwells on the grand opening event for Lane 15.

F. Update on Event Center Sport Club Renovation Update

Tamsen Burke informed the Board Members that the Student Union Leadership team re-examined and reprioritize the earmarked \$1.7 million renovations for the Event Center Sport Club area. Ms. Burke noted that Jerry Darrell is working with FD&O on what financial commitments the Student Union has made towards the Event Center Sport Club area renovations, and that the Student Union will continue forward with the Fire Alarm Systems project as planned because the Event Center needs to have that in place. Ms. Burke noted that we had an initial consultation regarding the ADA compliance, HVAC operation and the water damage to the wood floor. Ms. Burke is asking the Board to approve the Student Union to stop the current renovation plans and the reprioritizing of the \$1.7 million for the Event Center Sport Club Renovations.

Cynthia Fernandez-Rios asked for a motion to approve the Student Union to stop the current renovation plans and the reprioritizing of the \$1.7 million for the Event Center Sport Club Renovations.

Emily Wughalter moved to approve the Student Union to stop the current renovation plans and the reprioritizing of the \$1.7 million for the Event Center Sport Club Renovations.

Sonja Daniels seconded the motion.

VOTE ON THE MOTION: 7-0-0 MOTION PASSED.

G. Event Center CASp Survey & Review of Financials

Jerry Darrell explained to the Board Members that CASp is the Certified Access Specialist property inspection. Mr. Darrell noted that the results of the first inspection included items such as pathways, front doors, and the elevators that all have ADA compliance issues. Jerry Darrell presented the financials of the project noting that the original project was \$2 million, they requested another \$700,000 from the SRAC construction project for the fire alarm systems project. Mr. Darrell noted that \$191,000 has been committed for the project to date, and an estimated \$140,000 for remaining commitments for the project such as design and inspections; leaving about \$1.6 million.

H. Event Center Projects

Jerry Darrell noted that the Student Union asked Gensler to review the emergency egress pathway during the last fire alarm systems inspection. Gensler questioned the occupancy for the building.

Mr. Darrell noted that the Student Union, Gensler and the University reviewed the plans to identify the number of people in the space and which pathways to use. The Student Union requested Gensler to create an egress plan and the Student Union will submit the plan to the State Fire Marshall for approval.

I. Salas O'Brien Consulting Projects

Jerry Darrell noted that the Student Union has two projects that Salas O'Brien are working on noting that the first project is a leak in the Student Union facility which is 25' underground. The other project Salas O'Brien is working on is to update the assessments of the Event Center. In 2004 Salas O'Brien did a study on the Event Center and found \$3.5 million of repairs and deferred maintenance to get the Event Center up to date. Ms. Burke noted that the Student Union is anticipating the assessments be completed by summer. The Student Union will work with Salas O'Brien to create a plan of action to address the issues.

J. South Campus Field Project

Tamsen Burke informed the Board Members about the South Campus Field Project noting that the project is on schedule and anticipate completion in late November or early December 2020. Ms. Burke noted that the Student Union is also revisiting the Memorandum Of Understanding and setting forth a clear vision of how that space will be used.

VIII. MEETING ADJOURNMENT

Cynthia Fernandez-Rios asked for any other business to discuss. Seeing no other business to discuss, Cynthia Fernandez-Rios asked for a motion to adjourn the February 4, 2020 Student Union Board of Directors meeting at 5:17pm.

Emily Wughalter moved to approve to adjourn the meeting at 5:17 pm.

Ellen Middaugh seconded the motion.

VOTE ON THE MOTION: UNANIMOUS MOTION PASSED.