

**STUDENT UNION BOARD OF DIRECTORS
MEETING MINUTES**

**Tuesday, March 19, 2019 at 4:25 pm
Student Union Meeting Room 5**

Voting Members Present: Zachary Birrer, Sonja Daniels, Charlie Faas, Katrina Festejo, Rose Lee (by telephone conference), Ariadna Manzo, Ellen Middaugh, Jeanne Trang, Emily Wughalter (by telephone conference)

Voting Members Absent: Joseph Sandoval-Rios

Non-Voting Member Present: Cathy Busalacchi

Guests Present: Cedric Woolfork, Terry Gregory, Kim Hagens, Amy Guerra-Smith

I. CALL TO ORDER

Zachary Birrer called the March 19, 2019 Student Union Board of Directors Meeting to order at 4:28pm in SU Meeting Room 5.

II. ROLL CALL

Zachary Birrer asked Amy Guerra-Smith to do a roll call. Amy Guerra-Smith noted that she completed a visual roll call.

III. APPROVAL OF MARCH 19, 2019 MEETING AGENDA

Zachary Birrer asked for any changes to the MARCH 19, 2019 BOARD OF DIRECTORS MEETING AGENDA. Mr. Sandoval-Rios asked for a motion to approve the agenda as presented. **Jeanne Trang to approve the March 19, 2019 Board of Directors Meeting Agenda as presented.**

Katrina Festejo seconded the motion.

VOTE ON THE MOTION:

8-0-0

MOTION PASSED.

IV. APPROVAL OF THE FEBRUARY 19, 2019 MEETING MINUTES

Zachary Birrer asked for any changes to the FEBRUARY 19, 2019 BOARD OF DIRECTORS MEETING MINUTES. Seeing no changes needed, Mr. Birrer asked for any objections to approve the meeting minutes as presented. Seeing no objections, Zachary Birrer noted that the **February 19, 2019 Board of Directors Meeting Minutes were approved as presented by unanimous consensus.**

V. PUBLIC FORUM

No one was present for public forum.

VI. EXECUTIVE DIRECTOR'S REPORT

Cathy Busalacchi presented the Board Members with pictures of the current state of the Spartan Recreation and Aquatic Center noting that the Student Union will host two different opening events. The first one being a private preview event on Tuesday, April 16th at 4:30pm to 7:00pm. The second event is the Grand Opening event on Thursday, April 18th at 12noon to 3:00pm.

Ms. Busalacchi also noted that the Student Union is currently in the process of engineering value out for the SRAC Annex (old Sport Club space) project because the money set aside will not be enough to cover the work needed.

Cathy also informed the Board Members about the Field and Parking structure project noting that Capital Planning is currently working with the Chancellor's Office.

Ms. Busalacchi also updated the Board Members on the Lane 15 project which is still delayed due to getting approval from the Department of State Architecture (DSA).

Cathy Busalacchi invited Sonja Daniels and Emily Wughalter to give the Board Members an update on the Student Union Executive Director Search. Dr. Daniels noted that the Search Committee is working with the contracted Search firm to collect applicants. Dr. Wughalter noted that the timeline of the search was designed to have the on-campus interviews prior to commencement so that we ensure to have student representation and feedback with regards to the candidates.

VII. AGENDA ITEMS

A. Update on Construction Projects

This item was discussed during the Executive Director's Report.

B. FY 2019-2020 Budget Process

Cathy Busalacchi explained to the Board Members the Student Union's budget process noting that the Student Union managers were given their budget spreadsheets on March 1st. The Managers were given a due date of March 18th to complete their budget for the FY 2019-2020. From there the accounting department will compile the documents for Cathy Busalacchi and Cedric Woolfork to review. Ms. Busalacchi noted that the first draft budget will be presented to the Finance Committee on April 23, 2019; the second draft will be presented at the April 30, 2019 Finance Committee meeting and the Board will be presented the final proposed budget for action at the last Board of Directors meeting on May 7, 2019.

C. Approval of Amendment of the Gift Agreement between the Tower Foundation and the Student Union

Ms. Busalacchi informed the Board Members that in 2017 the Student Union Board of Directors approved a \$3 million dollar pledge to support a track and field project. Since that time, the scope of the track and field project has changed to only a field project with a track. The Student Union wants to ensure that the access of the field for the intramurals and club sports teams.

Rose Lee left the meeting.

Zachary Birrer asked for a motion to approve the amendment of the Gift Agreement between the Tower Foundation and the Student Union as presented.

Jeanne Trang moved to approve the amendment of the Gift Agreement between the Tower Foundation and the Student Union as presented.

Ellen Middaugh seconded the motion.

VOTE ON THE MOTION:

7-0-0

MOTION PASSED.

D. Approval of the Event Center Naming Opportunity

Cathy Busalacchi informed the Board Members that the Student Union has a strong possibility of a naming opportunity. Charlie Faas explained the terms to the Board Members. Zachary Birrer asked for a motion to approve the Event Center Naming Opportunity as presented.

Ellen Middaugh moved to approve the Event Center Naming Opportunity as presented.

Ariadna Manzo seconded the motion.

VOTE ON THE MOTION:

7-0-0

MOTION PASSED.

E. Approval of \$39,250 from Local Reserves to cover the fees for Keeling and Associates

Cathy Busalacchi informed the Board Members that the Student Union has contracted with Keeling and Associates for the support of the Student Union Executive Director Search. Ms. Busalacchi noted that the Student Union needs to approve the use of \$39,250.00 from Local Reserves to pay for the fees for Keeling and Associates.

Zachary Birrer asked for a motion to approve the use of \$39,250.00 from Local Reserves to pay for the fees for Keeling and Associates as presented.

Ellen Middaugh moved to approve the use of \$39,250.00 from Local Reserves to pay for the fees for Keeling and Associates as presented.

Sonja Daniels seconded the motion.

VOTE ON THE MOTION:

7-0-0

MOTION PASSED.

VIII. MEETING ADJOURNMENT

Zachary Birrer asked for any other business to discuss. Seeing no other business to discuss, Mr. Birrer asked for any objections to adjourn the March 19, 2019 Student Union Board of Directors Meeting at 5:16 pm. Seeing no objections, Mr. Birrer noted that **the March 19, 2019 Student Union Board of Directors meeting adjourned at 5:16 pm by unanimous consensus.**