UCen Governance Board Meeting Minutes
November 28th, 2018

Voting Members in Attendance: Nico Pascal, Kaustav Banerjee, Dana Yuen, Rachel Green, Cynthia Pinto Cabrera, Meagan Murdoch, Sarah Soren, Rose Ettleson.


Ex-Officio Members in Attendance: Gary Lawrence, Mark Beisecker, Jill Horst, Willie Brown.

Ex-Officio Members Not in Attendance: Cierra Raine Sorin, Brooke Kopel.

Advisors in Attendance: Marilyn Dukes, Steven Ho, Jack Galloway.

Advisors Not in Attendance: Danielle Quinones-Ortega, Marisela Marquez, Zaveeni Khan-Marcus.

The meeting was called to order by Nico Pascal at 8:14 am.

Approval of Previous Meeting Minutes:

RE made motion to approve minutes from November 14th, 2018, motion was seconded by CPC, motion passed unanimously.

Committee Reports:

A. Programming Committee: GL presented the HUB Tracker and explained that it shows all of the events that take place in the HUB with attendance totals, which are free events to students, outside of the concerts held by AS programs. We have had approximately 12 events so far. GL also explained that UStudy, which is one of the programs we fund, is when we convert all of the meeting rooms into study rooms and Corwin is used for large section CLAS review sessions. The UCen is open 24/7 beginning December 7th, when we open at 7:30 am, and ends Wednesday night, December 12, when we close at 11:30 pm. Regular hours begin the following day. During UStudy there are free massages offered as well as free food and drinks.

B. Campus Store: CPC advised that Thursday, November 29th, the Campus Store is hosting their annual Student Appreciation Night from 5:00 pm to 7:00 pm with pizza and prizes as well as a discount for all students who wish to purchase from the Campus Store. She also mentioned that we are moving forward with the renaming of the Bookstore to the Campus Store as well as redesigning the front entrance.

C. Dining: NP advised that they did not have a chance to meet and will have updates for our next meeting.

D. Space: KB asked for a list of what spaces we have and their availability. GL explained that in the evenings from Monday-Thursday starting at 6:00, all rooms are booked by
registered student organizations, or AS, and are allowed 2 hours per week free. We are closed on Fridays but do hold events in the HUB. NP asked for room rates – GL will provide rates. GL will also provide a spreadsheet which shows all of our leased spaces and what each entity pays

E. **Budget & Business Plan:** RE advised that the committee met on Monday and provided a revised budget, which will need to be approved by the board. While the operating portion of the budget has not changed we have received some relief in the indirect costs. The original budget showed a net loss of $833,683. The revised budget now shows a net profit of $11,871. WB confirmed that certain indirect costs will be handled centrally by HDAE. GL asked that the board approve the revised budget. DY made a motion to approve the revised budget, motion was seconded by CPC, motion passed unanimously.

**AIR HANDLER REPLACEMENT STARBUCKS:**

GL advised that the current air handler for Starbucks is not operating and needs to be replaced. He explained that AHU’s are a critical component of any building system. He asked the board to approve funding for up to $50,000.00 to get the project started. RE made a motion to approve up to $50,000.00 to get this project started for Starbucks, motion was seconded by DY, motion passed unanimously.

**CORWIN ELEVATOR REPAIR/DOORS:**

GL advised that the Corwin elevator, which has always been used to move equipment only and has been nonoperational for the last 2 ½ years, is in fact an ADA mandated elevator. This means that if someone needs to use the elevator it needs to be operational and the state has informed us that if the necessary repairs are not done we will start to incur steep fines. Motion to approve for $22,291.00 was made by DY, motion was seconded by RG, motion passed unanimously. GL suggested we table the Corwin door repairs due to time constraints.

**TGIF REQUEST/BIG BELLY TRASH/COMPOST:**

The PACES Intern is planning to write a grant proposal to replace the AS Recycling bins on the lower Hub patio with a Recycling/Trash/Compost Big Belly bin. She would like to include that the UCen Governance Board supports the grant request and that any additional funding needed beyond what TGIF approve would be funded by the UCen Governance Board. There currently is not a composting option and Big Belly Trash bins are sealed so there are no rodent problems. Request is not for a particular amount but for approval of support and additional funding if original amount requested of $12,306.82 is not granted by TGIF. RE asked if the monies not used for the Campus Store LED project ($8,886.57) could be reallocated for this project if needed. GL advised that it could be reallocated.
**WINTER QUARTER SCHEDULES:**

GL is asking that everyone send their availability before winter break so we have a general idea of when to schedule our next meeting.

**KAPLAN SPACE:**

Space can be shown when requested. The Campus Police Department is requesting to give a presentation to the board winter quarter on their interest in the space and what it would be used for. Campus Store has been advised that they can utilize the space in the interim and will probably be using it for textbook online distribution.

Meeting adjourned at 8:55 am.

**NEXT MEETING:** TBD