UCen Governance Board Meeting Minutes
November 7th, 2018

**Voting Members in Attendance:** Nico Pascal, John Lofthus, Chris Hudley, Kaustav Banerjee, Dana Yuen, Esther Martinez, Rachel Green, Cynthia Pinto Cabrera, Meagan Murdoch, Sarah Soren, Rose Ettleson.

**Voting Members Not in Attendance:** Isaac Castro.

**Ex-Officio Members in Attendance:** Gary Lawrence, Mark Beisecker.

**Ex-Officio Members Not in Attendance:** Jill Horst, Cierra Raine Sorin, Brooke Koppel.

**Advisors in Attendance:** Danielle Quinones-Ortega, Marilyn Dukes, Steven Ho, Jack Galloway.

**Advisors Not in Attendance:** Marisela Marquez, Zaveeni Khan-Marcus.

**Welcome and Introductions:**
Gary Lawrence welcomed all returning and new Board Members and introduced the new Chair Nico Pascal. NP read the UCen Governance Board Charge from the Charter and asked for introductions. All Attendees introduced themselves by name and representation.

The meeting commenced to proceed at 8:16am.

**Approval of Previous Meeting Minutes:**
CH made motion to approve minutes from May 15th, 2018, motion was seconded by JL, motion passed unanimously.

**Student Fee Reserves Report:**
GL explained that we have several student fees that help support the University Center, one of which is a Debt Service Only Fee for the last renovation of the building. That debt has been refinanced by the Campus resulting in a lower payment while also extending the term of the debt. As enrollment increases the monies collected over and above the annual debt service are moved to an expense fund. Expenditure of those funds must be approved by the UCen Governance Board and Willie Brown, the Chancellor’s Designate as per the MOU in place. Last year this amounted to approximately $520,000. Expenditures are to be used for improvements to the UCen and its satellite units.. GL then went thru the UCen Reserves (see attachment). RE asked if these funds could be reallocated – GL and MD agreed that the Board should be able to vote on reallocating if requested.
BUDGET/STUDENT FEES:

KB inquired if all food facilities are under the same umbrella. GL confirmed that all food facilities other than residential dining halls are a part of UCen retail operations. KB inquired about the budget and where the money comes from – GL advised that our budget monies come from income generated from our retail operations and student fee support. We generate about 1.5M in student fees that goes toward operating support and we have a 23 million dollar budget which puts the student fee percentage at less than 10% of our operating support. Additionally, any renovations must be paid with student fees and students are not favoring this concept as we also currently have the highest student fees. This was evidenced with the referendum that was proposed last year to renovate the UCen and overwhelmingly lost with an 80-20 vote against it. JL added that the Campus assessments are dictating our annual operating loss. He suggested allocating to the Campus Store and Dining Services to get a real true sense of how those entities are performing. GL advised that until last year we did break it out that way but at the end of the day our consolidated financials are all rolled into one number. Discussion to continue.

UCEN BOILER REPLACEMENT:

Due to lack of time it was agreed to table this until our next meeting.

COMMITTEE REPORTS:

Committee assignments were formed for the following:

CAMPUS STORE: – Cynthia Pinto Cabrera (Chair), Jack Galloway

BUDGET & BUSINESS PLAN: Rose Ettelson (Chair), Dana Yuen, John Loftus, Steven Ho, Chris Hudley.

DINING: Nico Pascal (Chair), Sarah Soren.

PROGRAMMING: Meagan Murdoch (Chair), Marilyn Dukes, Danielle Quinones-Ortega, Rachel Green, Dana Yuen.

SPACE ALLOCATION: Ester Martinez (Chair), Kaustav Banerjee, Cynthia Pinto Cabrera.

COMMENTS: GL announced that Kaplan has declined to renew their lease agreement (ended October 31).

Meeting adjourned at 9:01am.

NEXT MEETING: WEDNESDAY, NOVEMBER 14th@ 8AM IN THE HARBOR ROOM.