

**WYOMING UNION BOARD
MINUTES OF THE MEETING
Monday, October 24, 2016**

PRESENT: Zafft, Axelson, Collins (for Mai), Hanson, Rubio-Wallace, Adimoraegbu

NOT PRESENT: DeTienne, LeFebvre, Wolfgang, Nisley,

ALSO PRESENT: Jennifer Kirk, Erin Olsen, Eric Webb, Reggie Conerly, Sean Blackburn, Misty Eaton, Cary Berry-Smith, Thomas Garvie, Matt Fabian, Larry Blake, Bailey Quick

MEETING CALLED TO ORDER: Hanson called the meeting to order at 4:04 p.m.

MINUTES APPROVAL: Hanson asked for a motion to approve the minutes from the September 26 meeting. Adimoraegbu **made a motion**. Rubio-Wallace **seconded the motion**. The **motion carried by a show of hands**.

DIRECTOR'S REPORT: DeTienne was not in attendance, Webb and Zafft reported on her behalf. Webb informed everyone that the Union is working on some budget issues. There are some open positions and we are working on a more permanent structure within Student Affairs. We are working on how to manage a temporary bridge for some of the open positions in the Union and look for a leaner and meaner structure.

Webb told everyone that we are going to continue moving forward with some vetting sessions and opportunities around the Union Visioning Plan. We are nearing completion on the reflection room. The computer lab is now off line. We are working on a veteran's center plan and vetting ideas around that. At this point the next phase is the vetting process. Axelson added that we have started the planning but we need to take another look.

Webb reminded everyone that Safe Treat has moved this year. It is this Friday at the Buchanan Center for the Performing Arts.

ASSOCIATE DIRECTOR'S (OPERATIONS) REPORT: Zafft reported that the reflection room is ready. We are waiting on a marketing request that was submitted and some signage made. Following up with last month's meeting, we have decided to alter some things. The door will remain unlocked during building hours and at the end of the night the building managers will lock the room. The only way to lock the room is with the key. The process is if you are using the room you may use it for no more than 20 minutes at a time and when you leave you leave the door open. Staff in the Union will check it periodically. The hard part will be how to indicate to people that the room is in use. At CSU they have a system that you swipe your ID and then a sign would say the room is in use. Zafft said she is going to buy some yoga mats that you can check out at the information desk.

Zafft informed everyone that the Union is fortunate enough to get approval to hire one new custodian. The position closed last week and we are waiting on approval from HR for candidates to interview.

ASSISTANT DIRECTOR'S REPORT (ACTIVITIES/PROGRAMS): Kirk reported that the area supervisor is leaving therefore Kirk will start to oversee the Events Office and Olsen will oversee the Information Desk and Game Room.

Kirk said there have been over 240 registered RSO's this year. We are looking at restructuring the process for next year to make it easier for RSO's. More information will be provided at a later date.

As far as events go this weekend the CAC is trying to do collaboration with alcohol alternative student events. 7220 Entertainments big event is this Friday called Nightmare on Ivinson. There will be the Rocky Horror Picture Show, Night of the Living Dead, an illusionist, cookie decorating and more. The goal is to pull in 1000 to 1500 students on Friday night. There is also going to be some political commentators this Wednesday in the Education Auditorium. 7220 and Studio Wyo has DJ GJones coming to the Gardens next Thursday. Kirk informed everyone that 7220 is looking to do their destressor this semester over at Half Acre in December. Graduation ceremonies are held in the Union the day of the destressor therefore leaving little space for the event. This will allow for a new collaboration. Kirk said her students are starting to plan events for next semester.

Safe Zone sessions are going well. There were about 20 people at last Fridays event.

Axelson asked if WyoCal is a thing of the past because students seem to be finding out about events through Collegiate Link. Kirk said she doesn't think students really use WyoCal, it seems that it is leaned towards more faculty, staff, and community members. Collegiate Link has an app students can use, before the semester started there were over 300 downloads. Kirk informed everyone that her personal opinion is that there is too much out there. ResLife also has an app, the guide book, and now this, there is just a lot of information. Axelson added that she loves the idea of a one stop shop but it seems students want their own. Kirk said there are certain things that are relevant to students on WyoCal but most isn't. The EBI survey that gets sent out to students every other year shows that students get most of their information on events from posters. Zafft added that posters were first and word of mouth second. Kirk told everyone that she has done a lot of work making Collegiate link your one stop shop for engagement opportunities, if you start putting the career fairs and all the other things then there is too much information.

ASSISTANT DIRECTOR'S REPORT (SLCE): Olsen reported that the Big Event has taken place since the last meeting. It was pretty consistent with last year, there were about 650 students participating.

Olsen said SLCE is still in the middle of transitioning after losing Sagan Hunsaker. Alternative Break trips have been open and a couple of the domestic trips are almost full. There are five trips this spring and one trip this winter going to Germany and Poland.

Olsen informed everyone about the status of a few other SCLE groups. MSLI has had some solid leadership sessions with the mentees. Women's Leadership has selected its committee and have started the planning for the conference on Nov. 15th where Dr. Nichols will be the keynote speaker. Rainbow Leadership series had an event today. Mid-November is Hunger and Homelessness week. There will be lots of work with RSO's and a service day along with a few other events. Another initiative is a partnership with the ETCL which helps faculty engage in high impact practices and developing community engagements and service learning into their curriculum.

Pokes Vote has had a really successful program with candidate meet and greets. There has been anywhere from 40-100 students attending each session. The last session will be this Friday in the Union at noon.

FOOD SERVICE REPORT: Conerly reported that business is normal. We are looking ahead to the next semester in regards to menu changes, where the coffee comes from, etc. The bakery will hopefully, maybe, have holiday cookies this year. Another problem that has come up is US Foods is on strike, the \$20,000 dollars' worth of food that was supposed to be delivered today has not come. Webb added that hopefully this is short term because if this continues it will be a big problem for Laramie since a third of the restaurants in town get their deliveries from US Foods. Cisco and FSA are the other providers in Denver and we would wipe out their inventory.

TENANT REPORTS:

Dean of Students Office – Blackburn reported that Kirk has done a great job organizing the Halloween events and anything anyone can do to promote them would be great. Berry-Smith said on Saturday night there will be pancakes at the Moose from 12am-3am. SafeRide quits running at 2am and we are hoping they will make an exception for Saturday. ASUW Student Media and Dean of Students has setup a vetting forum in regards to the Union Vision Plan. Garvie added that it is going to be Wednesday night at 6pm in the Senate Chambers. It is structured as a panel situation with a Q&A following. This is for students, faculty, and staff. The goal is to start the vetting process and a chance for people to voice their concerns. Kirk asked if they have reached out to bars regarding the pancake event. Berry-Smith responded saying that they have been debating but it is a primarily a student event and not necessarily for the whole community.

University Store – Eaton said the University Store is promoting free art samples this week. Fan Friday will be at 4pm on Friday for a \$6 tee. For sneak peek of the shirt follow the store on Snapchat. Eaton informed everyone that she is super pleased that registration for Family Weekend is in the building on Friday. Traffic is expected to be pretty busy this weekend with Family Weekend and with the Cowboys playing Boise. This weekend the store is 20% off. Eaton is working on hiring a part time web coordinator. All of the website is worked on by a student. Finally, Eaton is no longer receiving the traffic count information and would like to receive it again. Kirk asked if sales have been better since the football team is doing well. Eaton replied that as far as gifts and apparel go yes, but sales in general in the store are not great. University Store sales are definitely being effected by budget cuts.

First Interstate Bank – No representative was in attendance.

Copy Center – No representative was in attendance.

ASUW – No representative was in attendance.

NEW BUSINESS:

- a. None

OLD BUSINESS:

- a. None

OPEN FORUM: Zafft informed everyone that Dan Marshalls last day is Thursday, he has been the manager at the information desk. He is off to Florida to manage a fleet of sail boats.

ADJOURNMENT: Hanson adjourned the meeting at 4:38 p.m.

Respectfully submitted,

Kim Zafft, in lieu of Darcy DeTienne