

**WYOMING UNION BOARD  
MINUTES OF THE MEETING  
Monday, April 20, 2015**

**PRESENT:** DeTienne, Zafft, Axelson, Collins, Brown, Krysl, Lind-Gonzalez, Boland, Kearns, Graham, Kerbs

**NOT PRESENT:** none

**ALSO PRESENT:** Kirk, Olsen, Webb, Givens, Rachel Stevens, Andrew Hays, Thomas Bilodeau, Hazlett

**MEETING CALLED TO ORDER:** Boland called the meeting to order at 4:05 p.m.

**MINUTES APPROVAL:** Boland asked for a motion to approve the minutes of the April 13 meeting. Kerbs **made a motion**. Krysl **seconded the motion**. The **motion carried by a show of hands**.

**DIRECTOR'S REPORT:** DeTienne reported that she, Axelson, Webb and Christina Macki had met regarding visioning for the Union. She said she would be calling references for the architect, and she hopes to get the committee together over the summer. She urged members to help themselves to refreshments, celebrating the last Union Board meeting of the semester and Carolyn Hazlett's retirement.

**ASSOCIATE DIRECTOR'S (OPERATIONS) REPORT:** Zafft announced the event called Union Fest, which will be held on Friday, May 8 in Simpson Plaza. Union Fest is coordinated by the Events Office

**ASSOCIATE DIRECTOR'S REPORT (ACTIVITIES/PROGRAMS):** Kirk reported upcoming events, including the RSO Awards Banquet tonight and RSO Advisor Breakfast on Thursday morning. She said 1,031 people had attended the Brett Eldredge concert, which was a good number for a Tuesday evening. At this time 929 tickets have been sold for Iron and Wine, and four out of six concerts prior to the concert here have been sold out. SAC is presenting comedian Nick Vatterott on April 22<sup>nd</sup>. The UW Stands Up winner will open for him. UW Idol Semi-finals and Finals competition will both be held this Friday, due to the university closure last Friday. Saturday night's movie night will be a quadruple feature.

**ASSOCIATE DIRECTOR'S REPORT (SLCE):** Olsen said MSLI will hold graduation this week on Thursday. Rainbow Leadership Series end-of-year banquet is also on Thursday. The Womens' Leadership pre-conference workshop will be held on Saturday for eleven women, who will attend the National Conference in May in Washington D.C. Applications for First Year Institute team leaders are available. Eight to ten student leaders are hired for the program in the fall.

**FOOD SERVICE REPORT:** Givens said Food Service is looking forward to Union Fest and any end-of-year caterings.

**TENANT REPORTS:**

University Store – Misty Eaton was not in attendance.

First Interstate Bank – Julie Bromley was not in attendance.

ASUW – Lind-Gonzalez said ASUW will be holding the General Election at 6:30 Wednesday in the Skylight Lounge. ASUW will be helping out with Union Fest. He said that Senate Bill 2460, regarding transparency and student involvement in decisions passed in last Tuesday's Senate meeting. He read the bill to Union Board, and DeTienne asked if he would share any discussion about it later. Lind-Gonzalez said the final meeting of the 102<sup>nd</sup> ASUW Senate would be held tomorrow evening.

Copy Center – No representative was in attendance.

Dean of Students Office – No representative was in attendance.

### **NEW BUSINESS:**

a. Budget – DeTienne distributed copies of the FY16 budget and explained her process briefly. Union departments send her their desired budget numbers. She then calculates anticipated student fees based on the most current enrollment numbers for each semester and adds other anticipated income to come up with a total. She compares the expenses and revenues and adjusts the two as needed. Student fees represent 86% of income. The rest comes from self-generated revenue and rent. She asked if there were any questions regarding the budget. Graham asked what the difference was between Maintenance/repair and Depreciation. DeTienne explained that depreciation is depleting the inventory value of current equipment purchased above a certain dollar amount. Maintenance is general upkeep of building and equipment: painting, repairing items, recovering billiard tables, work done by Physical Plant, etc. Kerbs asked why the Assessments and Insurance line was less. DeTienne said Administration and Finance charge this to various departments every year, based on a mathematical formula. The amount is affected by how much we use other UW departments, such as accounting processing. Collins explained that the insurance is based on square footage, and the university is able to work with the insurance company to get lower rates. Collins asked about the Other revenue line. DeTienne said it was due to a drop in room rental fee income. Krysl asked about the increase in Professional Services. DeTienne stated that the increase in both Professional Services and Support Services costs are to maintain and grow the program areas, as was asked for with the fee increase. The increase allowed the Union to institutionalize several programs, such as The Big Event and the winter alternative break. In the past, we have primarily funded the majority of those costs if end-of-year dollars were available, which is never a guarantee. It also allows both the CAC and SLCE offices to maintain programs at the current level after years of no additional funds. Axelson asked about the increase in Travel and Vehicle Expenses. It was explained that Alternative Break travel has been moved to Travel and Vehicle Expenses from Support Services to accurately reflect the expenses. Alternative Break travel costs are over \$20,000. All trip leader costs are paid for by the program. Kerbs asked about the increase in both the Labor and Benefits lines. DeTienne said the increase was due to university 3.2% salary and benefit increases. DeTienne explained that the increase in Dues/Subscriptions is a result, in part, of using technology such as the digital TV screens, security cameras, traffic counters, etc. Each has annual dues and/or software fees. Boland asked if there were any other questions. Kearns asked about the program “The Big Event”. Olsen explained that it was student volunteers doing work in the community to say thank you to community members. It was started at Texas A&M. The first year UW did it there were 380 participants, and this year there were 700. Kearns asked where the money came from for The Big Event prior to it coming out of Professional Services. Olsen explained that it was piecemealed together from funds here and there. DeTienne added that some expenses were paid for with year-end funds from the previous year. Boland asked if there were any more questions or comments, and upon hearing none, asked for a **motion to approve the budget**. Kerbs **so moved**. Lind-Gonzalez **seconded the motion**. The budget passed by a show of hands.

### **OLD BUSINESS:**

a. Gardens discussion – DeTienne introduced Rachel Stevens, Staff Senate President, who brought copies of a survey regarding the Gardens closure. She distributed copies of the survey and explained that Staff members are very opposed to closing the Gardens. She mentioned lack of marketing as a common theme in the survey. Stevens wondered what efforts have been made to keep the Gardens open, and said that Staff Senate wants to help facilitate the flow of information. She said faculty as well as staff sees the Gardens as the last shared space on campus for students, faculty, and staff. It would be a cultural loss for campus. She also mentioned that faculty members in the College of Business have students in classes who would love to help with a plan for the Gardens. Boland asked for questions or comments. Graham asked if the survey was

for staff or faculty. Stevens said it was for staff members, deployed on the list serve, and then sent to individual staff members. The survey was sent to 1,400 staff members, and 307 responded. Graham said that the survey results represented people most involved and not a random sample. Anyone wanting the Gardens to close would not have completed the survey.

Boland distributed final copies of the recommendation proposed by Lind-Gonzalez at the last meeting for Union Board members to vote on. The recommendation had been sent to Union Board members for additions or comments before today's meeting. Lind-Gonzalez and Boland wrote it with a suggestion from Kearns. Webb asked if the Board would be interested in hearing a plan for the Gardens first. He said after working numbers over and over, he concluded that lunch won't work, and that the Rendezvous is for staff, students and faculty. Thursday night programs are successful, so if the space could be used for consistent evening programming, the Gardens could stay open on Wednesday, Thursday, and Friday evenings. Beer specials, happy hours, etc. will not be marketed. Axelson mentioned that the liquor license would be retained to have programming for drinkers and non-drinkers. Krysl asked about food offerings. Webb said there would be an appetizer menu. Stevens asked how food in the Gardens has been marketed in the past. Givens said the digital boards have been used, but it didn't draw in customers. Givens said that programming could be marketed, and that marketing in the past was just done in the Union. Lind-Gonzalez asked what the official closing date of the Gardens would be for the semester. Webb said it would close the last day of finals and open when school starts. Krysl commented that theatre/comedy could come in. Kearns suggested a marketing event to announce the new Gardens. Webb stated that their marketing staff can get the word out. Krysl asked about the visioning committee. DeTienne said so far Kerbs had expressed interest from Union Board. There will be a representative from ASUW, a Union student employee, a representative from staff and faculty, Zafft, DeTienne, Webb, and possibly another Student Affairs representative. This group would meet with constituents, conduct surveys, etc. to come up with a plan for five years and beyond. More discussion followed, after which, Axelson asked if the Board wanted to take action on the recommendation. Boland said the recommendation still applies, even with the new Gardens plan. Lind-Gonzalez **made a motion** to accept the recommendation written by Boland and Lind-Gonzalez regarding the Gardens. Kerbs **seconded the motion**. The **motion carried** by a show of hands. Axelson abstained and made sure it was clear to everyone that the Gardens will not be the same as it is now, even though it will be open for another year. Andrew Hays asked who programmers should contact regarding doing events in the Gardens. Kirk suggested that the Gardens should close early on Fridays for FNF. Axelson suggested that Webb and DeTienne create a group to program for the space.

**OPEN FORUM:** Krysl asked if Union Board members should return their binders. Hazlett said to return them to her. Lind-Gonzalez, referring to transparency, suggested posting Union Board minutes on the WEB and asking tenants to send reports in their absence. Rachel Stevens said that lack of transparency is a problem all across campus

**ADJOURNMENT:** Boland adjourned the meeting at 5:05 p.m.

Respectfully submitted,

Darcy DeTienne