STUDENT UNION, INC.
MINUTES
June 3, 2009
8:00 a.m.
Student Union Blue Room

I. CALL TO ORDER
The meeting was called to order by Zandre Azogue at 8:03 a.m.

II. ROLL CALL
Present: Zandre Azogue, Mildred Tabajonda, Ali Zanial for Carlos Ortiz, Mike Neal, Dr. John Hultsman, Vanni Banducci, Hua Li, Marilyn Hallman
Absent: Dr. Horace Mitchell, Huaqing Wang, Suzanne Muller, Daniel Hernandez, and Marina Avalos-Kegley
Others: Emily Poole, Mark Harriman, Johnny Villasenor

III. APPROVAL OF AGENDA
The agenda for June 3, 2009 was approved by consensus. 1st – Vanni Banducci, 2nd – Hua Li

IV. APPROVAL OF MINUTES
A. Minutes of April 29, 2009
The minutes from April 29, 2009 were approved by consensus. 1st – Vanni Banducci, 2nd – Mike Neal

V. INTRODUCTIONS
Zandre Azogue welcomed and introduced Dr. John Hultsman, who is the Interim VP for Student Affairs and Carole Moman, COS PSL II for VPSA.

VI. OLD BUSINESS
A. Lessee Agreement-Emily Poole
Emily Poole stated that SAFE 1 was not going to renew their lease with the Student Union. It was decided to submit a campus wide survey to inquire what the campus viewed as a need for the empty space. With 788 responses and 77% being students; 80% still would like to have a bank on site. Next plan is to speak with Michael Chavez to see if a RFP or inviting proposals to be submitted would be the way to move forward. Student Union will contract a 6-month lease with SAFE 1 for the ATM machine. Mike Neal brought up that the campus as a whole is looking into RFP’s for ATM machines throughout the campus. He asked that the Board wait until he looks into it more so not to duplicate. It was also brought to the attention of the Board that there are several banks within close proximity to the campus.

B. Artwork in the Student Union-Vanni Banducci
Vanni has spoken with the Art League to get ideas/suggestions of types of artwork to be displayed in the Student Union. The Art League suggested sculptures/pictures (photos and paintings), with small sculptures being displayed in the Green/Yellow/Blue Meeting rooms.

Dr. John Hultsman suggested working with Outreach and local high school students to promote art and the campus.
Emily Poole commented on the hard work that Vanni has put into this endeavor. Not only checking about the artwork, but the policies and waivers that are needed.

C. Stipend for Student Board Members—Zandre Azogue
Zandre Azogue said the Board is not going to move forward on stipends for the Board Members this upcoming year. At this time there is no policy in place with regards to this issue. Some of the issues being, what are the qualifications to receive a stipend, are payments given to the students with regards for what they do and if so they are now considered Student Union employees. They will keep the stipend subject on the radar for future work and approval.

D. Student Union board Office Space—Hua Li
Hua Li explained that the office space that was used by SRC for temporary offices will be utilized for the Student Union Board to use as their formal office site. ASI lease agreement ended this April, and it has been noted that the Board needs an office location as to better serve the students. This office will allow students the opportunity to see the Board at work and better able to help students. The Board is planning a Grand Opening in the fall.

VII. NEW BUSINESS
A. 09/10 Student Union Budget-Zandre Azogue
Zandre Azogue introduced the 09/10 Student Union budget. Projected Non-Operational 620k with 3% interest equaling 640k. Projected Non-Operational Expenses 143k; Projected Non-Operational allocations 41k; totaling 456k for available fees for operational budget. Operational Revenue (recycle program, game room, contracted space rental (lower due to banking option), food service commission (hopeful increase with new campus dining) meeting space revenue (lower due to higher intake on special events 08-09)). It was asked by Ali Zanial why the Student Union does not receive rental space revenue from the Bookstore. Mike Neal explained that the Bookstore and Student Union are actually two different buildings.

Zandre also acknowledged that it was suggested by Laura Catherman, SU Director and Emily Poole, SU Assistant Director; that the Board cut 15k in monies for the 09-10 budgets to balance the budget. The areas of cut were: Stipends (cut-off), AV Programming, food and drink, travel, national membership dues and subscriptions. Emily commented that the Board worked hard in achieving that goal and came up with reasonable cuts.

Mike Neal asked that Emily Poole and Johnny Villasenor look at the inflation factor assessment for students. Mark Harriman thought that was already factored into the SU budget. It was decided that Emily and Johnny will check into the matter.

Dr. Hultsman motioned to approve 09-10 budget, 2nd by Vanni Banducci, Board voted and passed unanimously. Passed

VIII. ITEMS FOR DISCUSSION
Mike Neal brought to the table (item not on agenda) the new Campus Dining contract with Aramark. Aramark has suggested to putting a new Wahoo’s Fish Taco which will replace Willey’s Pub; but in order to accomplish this they will need more space. They would like to take over the gaming room area, considering that area only brings in $400 annually, it might behoove the SU to let Aramark expand into that area. Aramark was meeting today from 10 AM to 12 PM to discuss the 1.5 million dollar renovation. Mildred Tabajonda will attend the meeting representing the SU. Emily Poole will look into the contract agreement between the gaming company and the Student Union. It was motioned by Dr. Hultsman to propose approval for Earmark’s proposal as to allow them to move forward. Mildred 2nd the motion.
Ali Zanial VP for ASI commented on the unattractiveness of the Student Union furniture in the lounge and hallways. He proposes to have new furnishing purchased for the SU by ASi funds. Vendors’ proposals will be requested for new furniture with the hope that by providing more attractive seating areas students will be more inclined to visit the Student Union. Durability and looks will be part of the guidelines when looking for new furniture. It was suggested that a committee be grouped to make the final decisions on the furniture. Marilyn Hallman suggested IKEA as one of the vendors, since they have very attractive furniture and appeal to a younger audience. It was also suggested that IKEA might be willing to work with the students for a less expense if they had a plaque with their name on a wall. Emily Poole asked if there was a color standard for the campus for purchasing furniture; Mike Neal said it was up to the SU Board, but students could also check with Beverly Byl.

IX. BOARD CHAIR REPORT
Zandre Azogue, Chair of the Student Union Board, will be leaving at the beginning of the fall quarter. His two year service will be over at this time and he will be moving on to serve as an ASI Director. He stated that it has been an exciting two years and a great learning experience. He has served both as a Chair and Vice Chair and it feels good to finish a term. He explained the ups and downs in the beginning but feels that the Board started from scratch and has made great strides.

X. PROGRAM CHAIR REPORT
Mildred Tabajonda went over the Ten Steps of Programming packet. This packet was developed with the hopes that students planning events will have a better idea of procedures and costs of putting on their events. The packet consists of the following: Ten Steps of Programming cover sheet, Student Union Programming Checklist, Application for use of Campus Facilities form, event evaluation form, Program Evaluation form, examples of filled out forms, and a proposed Calendar of Events for Fall 09-Spring 10. It is Mildred’s hope that some of the events on the calendar will start to be seen as traditional events.

During the summer meeting the Board will plan more events for next year with a leadership program being one event to promote with the intent of helping students gain more skills in allowing them to work with the clubs and community.

Ali Zanial brought up that ASI/Student Activities are doing a leadership program also. Emily commented that SU would love to be a part of ASI/SA’s leadership program. It was also suggested by Marilyn Hallman to seek out the alumni board with help in getting a leadership program started.

Mildred would like to see a leadership program in the fall to get students excited about finding the leadership in you and then in the spring a follow-up leadership program to keep the encouragement alive.

Mike Neal asked what is being done do accommodate AV students? Dr. Hultsman gave the contact names of Debby Rodrigues and Joe Ely for Ali and Mildred to work with. Ali would also like to see a shuttle system worked out for the students from AV to come to the CSUB campus for events.

XI. INTERIM ASSISTANT DIRECTOR REPORT
Emily Poole said that the work will begin on the pipes starting June 15, with the delivery of pipes prior to this date. There will be cutting in the southeast corner of the lounge and a wall will be built to protect the area. Construction will last 6 weeks with the majority of the work being on the roof. Hasit will provide a detailed schedule of the construction, with a minimal if any disruption to tenants, students and staff. Most of the work will be in the later parts of the day. Emily will work with risk and Safety if she sees any risk of construction.

Mike Abril and Kuhs and Parker will be new legal representatives, having the same contract as Borton and Petrini. They will attend the next meeting and subsequent meetings.
Laura Catherman, Director of the Student Union began her leave last week and it will be through January 1, 2010.

XIII. ANNOUNCEMENTS
Dr. Hultsman announced that during Laura Catherman’s absence Emily Poole was named Interim Director for Student Union.

XIV. ADJOURNMENT
A motion was made by Hua Li to adjourn the board meeting. Vanni Banducci seconded. Meeting adjourned at 9:21 a.m.

Respectfully submitted by Carole Moman.

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Zandre Azogue, Chairman        Carole Moman, Acting Secretary