

Highlander Union Governing Board Meeting
Wednesday, May 15th , 2024
10:00am-11:00am, HUB 260

- I. Call to Order
 - A. Call to Order at 10:05 AM
- II. Approval Of Minutes
 - A. Motion to approve April meeting minutes (Ivett Gabriella), second (Juan Campos), motion passes 9-0-0
- III. Approval of Agenda
 - A. Motion to approve May agenda (Marina Murillo), second (Tara Wu), motion passes 9-0-0
- IV. Chair’s Report
 - A. Confirming availability for next year
 1. Please email Dhvani for an update on your position for next year
- V. Food Service Report
 - A. Citrus gift collection:
 1. Through partnership, we use the citrus in the grocers here in various products. A brand new collaboration of ice cream in the Fall with Kony Islands Ice Cream—a Phillipino-owned ice cream business based in San Diego
 - a) Selling in new vendor space (“Scoops”) behind Halal Shack
 - b) Transportable ice cream can be looked at in the future.
 2. Citrus gifts will be available in 5-ounce containers. Scoops will be an ice cream shop allowing small, medium, and large sizes with in-house waffle cones. Blue Bunny partnership to also get everyday flavors and restock on back-ordered flavors made in-house
 - a) Will there be options for catering?
 - (1) This is another grow, we are having a unique flavor created for the stable only
 3. Investing this summer in our mobile app where all platforms and coffee shops can take care of HUB lines and advanced consumer ordering.
 - a) Tonight at 6:30pm is the student dining committee meeting
 - (1) Getting feedback from the student body on what we can bring to campus through food and services
 - b) Scoops will be on the app
- VI. HUB Report: Brendan O’Brien, HUB Director
 - A. Update on Furniture
 1. Furniture just got approved, as well as the bulk of the projects from last year
 - B. 2024-2025 HUB Budget Presentation
 1. \$90/student = 7.3 million into next fiscal year.
 2. Almost 11 million in carry-forward.
 - a) Healthy reserve that is keyed up for expansion as well as catastrophic events
 3. Prostaff salaries: \$522 → \$625 due to new administration growth.

- a) Evaluation of HUB departmental needs which looked like growing number of staff
 - 4. Student salaries: \$298 → \$315
 - a) Hiring of new marketing, scheduling, and program students to accommodate weekend events
 - b) Allowing folks to come back here to accommodate events
 - 5. Capital projects: \$745 → \$1.5
 - a) Rain damage has been significant and has been affecting department office space and elevators. Need a new roof for the HUB (-\$1.3 million project)
 - 6. ACR Charge and Debt:
 - a) Every year, half of our referendum goes to paying off our debt
 - 7. VCSA Assessment Fees: \$150 → \$155
 - 8. Media SLA:
 - a) HUB Student employees to function as media help in the HUB rather than outside help
 - 9. Facilities services SLA: \$1.4 → \$1.5
 - 10. Reimbursement: \$7 → \$8.3
 - a) Rent collected from vendors and Costo Hall
 - b) Rent increase not that much (about 3%); having a higher increase in rent >3% is not ideal.
 - 11. SSC: \$152 → \$252
 - 12. Reserves: \$8.8 → \$9.3
 - 13. Unallocated: 300K
 - a) Good contingency number for unexpected funding
- C. Current HUB Budget Updates
 - 1. Waive of HUB Maintenance custodial fees extended to ASPB, ASUCR, GSA, and The Highlander
 - 2. Rent Rates, High-cost capital projects (roofing and flooring)
 - 3. Focus on interdepartmental needs (equipment replacement and service enhancement)
- D. Nick Olivarria (Sr. Events Manager): Scheduling
 - 1. Total -\$36K for HUB replacements and enhancements
 - a) E.g., new 3rd floor podiums, whiteboards, sinks, stage lighting, etc.
- E. Geovanny Perez: (Assistant Director)
 - 1. Student Art Gallery: \$1,500 to supply and refurbish
 - 2. Assessment equipment for customer satisfaction:
 - a) \$850/device a year
 - 3. Student Union Programming and Operations Conference (SoCal SUPAC): \$7,500
 - 4. HUB Marketing Team: \$400
- F. Steven Saldiagarra (Operations Manager)
 - 1. Staffing increased from 14 to 16 to accommodate for longer HUB Operation hours. Implementation of workshops and training for professional development

- 2. ELEV8 Desk: \$7,500
 - a) New consoles, new televisions, video games, game passes, art murals, and digital signage
 - (1) Art murals to reach out to the Art Department and its students who will be taking it on as a scholarship opportunity or portfolio project
- 3. SSC Desk: \$2450
 - a) Tables (15 @ \$97 each) and chairs (30 @ \$27 each)
- 4. Info Desk: \$450
 - a) Additional possible resources, including laptop chargers and office supply packages
- G. Programming Budget \$100,000
 - 1. Tabling materials, promo items, NACA Conference, Programs Budget (\$89k)
 - 2. Future Programs: Carnival Night, Picnic and Paint, Sonic Mayhem
- VII. Public Forum
 - A. N/A
- VIII. Subcommittee Report
 - A. N/A
- IX. Old Business
 - A. New Furniture Updates: Potentially here in late June/early July
 - B. Endorsement Follow-Up
 - 1. UCLA, UCSB, and UCSSB have never endorsed a candidate, slate, or resolution to remain neutral
- X. X. New Business
 - A. Advanced Reservation Requests
 - 1. Motion to approve advanced reservation request (Marinna Murillo), second (Tara Wu), motion passes 9-0-0
- XI. XI. Adjourn
 - A. Motion to adjourn meeting (Tara Wu), second (Marina Murillo), motion passes 9-0-0