

# Highlander Union Governing Board Meeting

Tuesday, February 18<sup>th</sup>, 2020

11:00am-12:00pm

HUB 355

- I. Call to Order
- II. Approval of Minutes
- III. Approval of Agenda
- IV. Chair's Report: Tommaso Menara, HUB Chair
- V. HUB Report: Brendan O'Brien, HUB Director
  - A. Food Tent Sales: Reimbursement for Day-of Cancellation?
  - B. Budget Planning for FY 2020-2021
    1. Mid-March: Meet w/ Finance subcommittee
    2. March Board Meeting: 1<sup>st</sup> review of capital project list, facilities updates and reserves
    3. Mid-April: 2<sup>nd</sup> Finance Subcommittee Meeting
    4. April HUB Board meeting: Budget presentation/ Q&A
    5. May HUB Board Meeting: FY 2020-2021 Budget vote
- VI. Payroll Updates w/ Denise Cisneros, Administrative Assistant
- VII. Latitude Fifty-Five Refresh: Ta'Neill Hope, Programming & Operations Officer
- VIII. Food Service Report
- IX. Public Forum
- X. Subcommittee Reports
  - A. Honorarium and Dining
- XI. Old Business
  - A. Altura ATM: Real Estate is meeting with Altura this week
  - B. Capital Project updates
    1. Card Access: Vendor selected
    2. People Counters: Installed, calibration this week

C. HUB Operational Hours for FY 2020-2021: Proposal, vote next month

XII. New Business

A. Advanced Reservation Requests

B. Volunteer Organizations Event Fee Support Request

XIII. Announcements

XIV. Adjourn