

Highlander Union Governing Board Meeting

Wednesday, December 4th, 2019

10:00am-11:00am

HUB 355

- I. Call to Order @ 10:02 am
- II. Roll Call
 - A. Members Present
 1. Tommaso Menara, **Chair**, GSA
 2. Adam Gutierrez, ASUCR
 3. Andy Veliz, ASUCR
 4. Carolyn Chang, ASUCR
 5. Leandra Doan, ASUCR
 6. Nushera Khan, ASUCR
 7. Pablo Unzeuta, GSA
 8. Jessica Noll, GSA
 9. John Haberstroh, **GSA President**
 10. Alex Ruiz, Staff
 11. Brendan O'Brien, Ex-Officio
 - B. Members Absent
 1. Sawanee Zadey, ASUCR
 2. Julian Gonzalez, **ASUCR President**
 3. Dr. Kerry Mauck, Faculty Position
 - C. Guest
 1. Lisa Walke
 2. Denise Casiveros
- III. Approval of Minutes
 - A. Motion to approve previous minutes by Adam, second by Carolyn
 1. In Favor 9 Oppose 0 Abstain 1

IV. Approval of Agenda

A. Motion to approve the agenda by John, second by Carolyn

1. In Favor 9 Oppose 0 Abstain 1

V. Chair's Report: Tommaso Menara, HUB Chair

A. Tommaso had a tour with Brendan of the rooms that will become vacant by catering. Suggest the HUB board to tour the rooms to decide how the rooms should be used. Brendan clarifies it is space in the back of the HUB and HUB facilities has spoken to Brendan about more storage room for their equipment. The kitchen is used by both catering and third party vendors. Possible to increase seating in HUB.

B. Doodle poll was sent out to decide meeting times for next quarter

C. Meeting the students who advocated for Hala meat on campus on December 5th at 11 am.

VI. HUB Report: Brendan O'Brien, HUB Director

A. Altura ATM/Location

1. Spoke to Lindy from the Student Recreation Center. Leandra states that the conversation was brought up at the last Rec governing board, but not much information was known. Lindy told Brendan about a concern of moving the Altura ATM was the Wellness Express vending machine primarily functions out of cash. Six to nine month process to make the vending machine to accept credit cards. Ask the board whether or not they want to continue pursuing a rental agreement before investing more time. The ATM will allow the HUB to generate revenue from a rental agreement and will have no cost to maintain. Alex asks if the Barn will have an ATM. Brendan answers that he does not know. Alex suggest that the Barn is a good alternative for more foot traffic and easier access for people to use. Adam asks if Altura is a popular credit union for students and possible why they do not receive business. Brendan

states they did not state the exact reason and it is a local credit bank. Carolyn asks where in the Habit would it be located. Brendan states next to the ramp by the entrance. John states that the ATM will be inside and only available during business hours. Brendan says that they are aware of that. Brendan wants the opinion of the board on whether to pursue and will still ask for approval before moving the ATM in the Habit. Adam states that he understands the concern of not having an ATM near the vending machine at the SRC, however if it provides revenue for the HUB we should pursue. Alex states there is already many ATMs in the HUB and Altura not being one of the popular ones another location should be looked at. Carolyn states that this year it could be placed at the Habit and next year it can be moved to the Barn when it is opened. Tommaso asks what the set up time for an ATM would be. Brendan answers that they are going to transfer the machine and bring it over. Jessica states that the bank is not popular and most likely not create more usage than they believe. Adam states that at the SRC only certain people are passing the ATM, but at the Habit a more diverse group of people would come across it. Jessica states that there is already too many ATM and if their bank was not at the HUB they were most likely use one they recognize opposed to Altura a lesser known bank. Alex states that there is no fee for pulling money of Altura if you use a different bank. Tommaso asked Leandra if the Rec Board had discussed changing the vending machine to use credit cards. Leandra states conversations took place, but takes time to make the transfer and issue of not being anonymous. Carolyn suggest that we just test for one year and if it does not get more foot traffic to move locations. John agrees with Alex to spread the ATM so there is not a cluster of ATM at one location. Pablo states if

a report can be made to make a more clear decision on the topic. Brendan states a report can be made before any approval is made and wants to know from the board whether it should be pursued. The board overall agrees with continue to pursue with negotiations of the ATM.

B. Security Camera Upgrade

1. Currently the HUB has a separate security camera system from the rest of the university. Currently not supported by ITS and ran internally by the HUB. Integrating with the campus system makes more sense from a safety and operational perspective. Will provide better coverage with 180 degree cameras and will connect with the campus system. John asks that we would only pay for the upgrade but the university will take over the day to day operation. Brendan answers yes and ITS is able to fix cameras quicker and not have to wait as opposed to being less of a priority. Alex is curious if there is a service fee with ITS and what type of support they offer. Brendan says they do not charge for any service and will ask if any fees will come with the service.

C. Study Break Snack Card

1. Getting snacks from Stater Bros and will only spend \$500 as opposed to \$3000 from catering snacks.

D. Latitude Fifty-Five Repaint

1. Opportunity in the winter to repaint the Latitude and paint over the mural that was painted by an outside artist over a decade ago. Painting that would match the theme of the Habit and Southern California. Tommaso states that the mural seems more 90's theme and we should repaint it. John mentions if whether the artist may have rights to the mural. Brendan states that he will try and look at previous contracts and receipts and see if it mentions anything.

Brendan also states that we should let students know that changes might be coming so they are aware of the changes. The whole operation in the upper stairs is open to how we want to change it. Tommaso states if it is possible to make an online form that students can fill out for suggestions on a qr code. John states tabling to talk to students and get feedback on how the spaces can be used. Alex states that discussion on what will be inside the Barn and go based on what type of entertainment will be in the Barn. Lisa states that if there was any contract agreement it would have been brought up when the Habit moved. Brendan states we can vote on it to move forward with the repaint.

a) Motion to move forward with the Latitude repaint pending on rights to wall by Adam, second by Carolyn.

(1) In Favor 9 Oppose 1 Abstain
0

VII. Food Service Report

A. N/A

VIII. Public Forum

A. N/A

IX. Subcommittee Reports

A. Honorarium and Dining: Will start next quarter

X. Old Business

A. Fee Waivers (10 min.)

1. The HUB board read over the proposal and Brendan said that he heard back from Crystal and staff assembly and they were appreciative of the new proposal. Adam asks if making a decision on this proposal change the previous decision of eliminating fee waivers. Brendan states it does not change the elimination of fee waivers and the fee waiver system was not well organized and a

broken system. A new proposal for only the remaining two quarters and for volunteer organizations. Adam asks if any other volunteer organizations have reached out besides staff assembly. Brendan states that two other organizations were with staff assembly during the meetings the fee waivers were talked about. An email will be sent out with the new proposal to volunteer organizations that has contacted the HUB and those who have not would also be informed. Jessica asks if we can reach out to them in regards to drafting a letter to VCSA to try and receive more funding for them as the issue would be recurring for them. Brendan clarifies that it would be the Chancellor's office and might be something for the board to consider separately. Jessica states that a draft letter can start, so that way there is no longer conflict the the HUB board and support the organizations. Brendan states that he fully encourages to start the draft letter and set up a meeting to draft it. It is a campus wide issue with limited space and there are other auxiliary units that charge full price for space. The proposal is a fair compromise as we are helping these organizations when no one else is helping them. Alex states his concerns that may arise from the proposal. Volunteer organizations and other organizations has become accustomed to the HUB as it is one of the best facilities which leads to everyone wanting to reserve the HUB. With the new proposal, it would lead to push back for next year and try to receive the same proposal. States that at the Academic Senate it was iterated from the Staff and Faculty Wellness Survey that staff and faculty feel that they are not being supported by administration. Alex believes that staff assembly will ask for the \$10,000 and what happens when the money's gone. John states what happens when all the money's gone because staff assembly can come to the next

meeting with a proposal and use the entire amount. Alex states adding language that up to 50% of the associated fees would be covered. If staff assembly ask for \$10,000 then they would only cover 50% of that fee. Tommaso states it might be better to just add a cap. Jessica states that in VCSA they have a 50% or cap of language. Also on multiple occasions staff assembly mention the cost is \$5000, so we know their budget. If we plan on drafting the letter, we hope they will understand that we are taking their side and we do not have to come back to fee waivers. Tommaso will send a doodle poll to set up another meeting to invite staff assembly to have an informal meeting and discuss about the issue to administration. Tommaso supports putting a cap or 50% in the new proposal. Adam asks if the \$10,000 is for both winter and spring quarters. Brendan says yes they are for both quarters. Tommaso states that if we change the language staff assembly might not be happy if it is changed to \$2000 because they accepted the proposal as is. Brendan states that the expectation is full coverage of fees and anticipates that there might be slight pushback that there might not be full support. Concerns of the proposal not being available for next year will receive pushback and the letter needs to explicitly say that it was a one time offer. Alex says the language is modified to indicate that it is a one time thing and will not be offered next year. Jessica states that only the most vocal group is receiving everything they ask for, but the less vocal group who showed concerns respectfully will not be receiving the aid they need. Alex states that a communication will be set out to all organizations that fall under the proposal about the changes so they are all aware about it.

a) Alex motions to amend the proposal to 50% cap of the total cost of the room reservation, second by Carolyn

(1) In Favor 7 Oppose 2 Abstain
1

b) John motions to approve the new proposal, second by Carolyn

(1) In Favor 6 Oppose 1 Abstain
3

(2) Motion does not pass

2. Pablo states that since we are reviewing them in the meetings we are able to put caps on how much they receive. If we approve it without the amendment, it will still allow us to decide how much we are going to give them case by case. Brendan states that it gives us more latitude in deciding how much to give each organizations. Pablo states that is the reason why the proposal should pass in its original form.

a) Pablo motions to pass the proposal without the amendment, second by Adam

(1) In Favor 9 Oppose 0 Abstain
0

B. 3% Fee Increase for FY 20-21

1. Standard increase of all campus services. As a board we can decide whether we need the 3% increase and last year there was no vote on to increase at all.

2. Motion for 3% increase on fee increase by Carolyn, second by Pablo

a) In Favor 8 Oppose 1 Abstain 0

XI. New Business

A. Advance Reservation Requests

1. In favor 9 Oppose 0 Abstain 0

XII. Announcements

A. N/A

XIII. Adjourn @ 11:01 am

A. Motion to adjourn by Carolyn, second by Adam

1. In favor 9 Oppose 0 Abstain 0