



**Carolina Union Board of Directors**  
Wednesday, November 13, 2013

- Call to Order
- Approval of Minutes
- Student Organization Updates
  - Executive Branch
  - GPSF
  - RHA
  - Student Congress
  - CUAB
  - CUEF
  - Advocates for Carolina
  - BSM
  - Campus Y
  - SAGA
  - Faculty Representatives
  - Carolina Union Director
- Old Business
- New Business
  - Sales Tax Law
  - 2014-2015 President Selection
- Subcommittee Reports
  - Long Range Planning
  - Finance
  - Space Allocation
  - General Bylaw Review
  - CUAB Governing Document
  - Outreach



Carolina Union Board of Directors  
 Meeting Minutes  
 Wednesday, November 13, 2013

**Attendees**

**PRESENT:**

Carly Mathews	President of the Carolina Union
Jacob Morse	President of the Student Body designee
JoEllen McBride	President of the GPSF designee
Kendall Nicosia-Rusin	President of the Residence Hall Association
Jake Bernstein	CUAB- Union President Appointment
Ellen Mcdermott	Carolina Union Employee Forum Appointment
Gabe Chess	CUAB- Union President Appointment
Cora Went	Campus Y
Harold Woodard (Acad.Counseling)	Faculty Member Appointment
Wendell Gilland (Business)	Faculty Member Appointment
Tommy Koonce (Medicine)	Faculty Member Appointment
Antonio Serrato-Capuchina	GPSF Appointment
Katie Lavoie	GPSF Appointment
Amira Shehata	Student Congress Appointment
Crystal King	Carolina Union Director

**ABSENT:**

Connor Brady	Speaker of Student Congress
Darius Latham	Black Student Movement
Katie Savage	Advocates for Carolina
Jacob Hinton	Student Member-at-Large
Hinson Neville	Executive Branch
Lauren Scanlan	Sexuality and Gender Alliance
Faculty Member Appointment	

**Call to Order**

President Carly Mathews called the Union Board of Directors Meeting to order at 5:31pm EST.

**Approval of the Minutes**



President Carly Mathews moved to approve the October 23, 2013 meeting minutes that she previously emailed out to the board members for review. Having heard no corrections to the minutes Gabe Chess seconded that motion and the October 23, 2013 minutes were approved with no corrections.

#### Student Organization Updates

President Carly Mathews welcomed all attendees to the Union Board of Directors meeting. She asked each member representing the following organizations to provide organizational updates to the board.

**Executive Branch: Jacob Morse**

- Provided update about the 8-week Drop/Add Period petition
- Announced that in-state tuition is not rising next year
- Announced the Board of Trustee meeting next week at the Carolina Inn and encouraged members of the board to support Campus Y, TedX, and others at they present

**Graduate and Professional Student Federation: JoEllen McBride**

- A topic was decided for their summit
- Working on a second semester check-in for their students
- Provided 2 emergency fund awards to graduate students
- March 4, 2014 is University Research Day

**RHA: Kendall Nicosia-Rusin**

- Working to implement a composting program
- Shared accomplishments of RHA Week (November 4-9)

**Student Congress: Connor Brady**

- Absent, no report

**CUAB: Gabe Chess**

- DSI in the Great Hall
- Trampled by Turtles in Memorial Hall
- Nov. 14<sup>th</sup> is Laverne Cox in the Great Hall

**CUEF: Ellen Mcdermott**

- Working on an end of the semester event for Carolina Union student employees

**Advocates for Carolina: Katie Savage**

- Absent, no report

**BSM: Darius Latham**



- Absent, no report

**Campus Y: Cora Went**

- Throw Back Thursday
- Inviting Dr. Cornel West to campus in Spring
- Exploring composting within the Y
- Working Together for North Carolina (WTFNC) series to educate on conservative politics

**SAGA: Lauren Scanlan**

- Absent, no report

**Faculty Representatives:**

- No report at this time

**Carolina Union Director: Crystal King**

- No report at this time

**Old Business**

There was no old business to discuss.

**New Business**

Sales Tax Law

HB 998, S.L. 2013-316 AN ACT TO SIMPLIFY THE NORTH CAROLINA TAX STRUCTURE AND TO REDUCE INDIVIDUAL AND BUSINESS TAX RATES.

Crystal reported that student organizations charging an admission fee are now subject to paying tax. She asked Austin Gold, Assistant Director –Events Management and overseer of the Carolina Box Office to provide an overview and answer questions.

Austin’s presentation outline is as follows:

- Overview of the law
- Examples of exemptions
- What may be changing
  - § Yet to be defined a clear definition of registration versus admission
  - § Participation in 5ks is clear exempt
- We are working with other parts of student affairs and other campus box offices to determine how to do this best and developing a workflow
- Currently our plan will be to include tax in ticket prices and pay the taxes on behalf of the organization before they receive their funds.



## 2014-2015 President Selection

President Carly Mathews shared that she wants to separate the Union President position and asked the Board for their support. Her indicated that having a leader for CUAB and a leader for the Board will accomplish the following:

- Create two leadership opportunities for students
- Provide an opportunity to attract the people who have the respective interest in the position
- Provide more focused attention to the position the person is serving
- Eliminate the conflict of interest created from having the programming board leader double as the Union leader.
- Previous presidents have suggested this action

Discussion from the Board included the following:

- Does socio-economic status affect a person's consideration of running for the position?
- We should ask past president's their thoughts
- A process for electing these positions needs to also be considered if a change is entertained
- Be thoughtful about the motivation of the student selected to this position, as the Union does not serve as a political organization
- Review the application process

President Carly Mathews shared that she would like to move to a student body election for the CUAB leadership position and the Carolina Union Board leadership position selected by the Union Board.

President Mathews referred to the North Carolina State bylaws

<http://uab.ncsu.edu/constitution-and-bylaws/> as a model she thinks the board should review.

Kendall made the point that by having the CUAB leader elected through the general body election, more of the campus population will be informed about the student potentially leading the organization and the programming board and its function on campus.

Other board members disagreed with including this leadership position in the general body election.

Due to time, President Mathews tabled the discussion until the December 4, 2013 Board Meeting.

Subcommittee Reports
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President Carly Mathews asked each member appointed to leading a subcommittee to make a report. All minutes for subcommittees that met are attached.

President Mathews opened the floor for any additional business.

Adjournment

Having no other business, President Carly Mathews adjourns the meeting at 6:30pm EST.



## **ATTACHMENT 1**

**Union Board of Directors: Bylaw Review Committee Meeting  
Minutes 10.23.13**

Carly introduces the purpose of the Board of Directors. States that it is the way that the Union can maintain its student leadership.

Addresses the purpose of this subcommittee: to review and revise the Union Bylaws.

Proposes splitting up the Union President and the CUAB President roles.

Concern is voiced about not having CUAB being a strong enough President in the Union.

Carly's ideas to work on:

Structure of the board

Number of members of the board

Make 'outreach' a standing committee – a marketing arm

President position

-Discussed the marketing outreach committee and what it is that they could do.  
Surveys.

-Expressed concern about the number of tasks they would be useful for.

-Decided to revise the mission statement.

Clarified that mission statement was for the whole Union – not just for the Board of Directors

-Discussed other ideas for Board of Directors By-Laws as written in section 3 of the Board of Directors.

-Changing how people are appointed to the members of the Board.

-Crystal arrived. Carly caught her up on what we've been discussing.

-Crystal encouraged us to look at the By-Laws of the Unions at other Universities.

Mentioned vice-chair and chair – with an election within the entire student body for the position.

-Decided that we needed to pick a number of people for the board.

-Discussing structure of board and who gets seats.

CUAB CUEF {SBP GPSF CONGRESS} RHA

4 Student Orgs – 4 Faculty

## **END OF ATTACHMENT 1**



## **ATTACHMENT 2**

Carolina Union Board of Directors

*Space Allocation Committee*

The University of North Carolina at Chapel Hill Student  
Government Suite, Union Room 2501 *30 October 2013 5:00pm*

- I. Call to Order
- II. Introductions
- III. Overview of Current Committee Structure
- IV. Current Process for Space Allocation and Appeals
- V. Ideas of Improving Committee Structure/Role in Union Bylaws
- VI. Feedback on Space Allocation
- VII. Adjournment

Respectfully submitted,

Connor Brady Chair, Space Allocation Committee





## 2013-2014 Union Workspace Application

### **INVITATION FROM THE STUDENT BODY PRESIDENT TO APPLY FOR UNION WORKSPACE 2013-2014**

February 18, 2013

**DATED MATERIAL: PLEASE RESPOND BY March 8, 2013**

Dear Student Organization Leader,

The following application is for the 2013-2014 allocation of student organization workspace within the Frank Porter Graham Student Union.

**If your organization would like to be considered for workspace, including closet-cabinets, the application must be fully completed by Friday, March 8, 2013, at 5:00 p.m.**

**THERE ARE NO EXCEPTIONS TO THE WORKSPACE APPLICATION DEADLINE.**

Union workspace is limited and is available only to those organizations demonstrating a clear need for work space **in order to conduct the day-to-day business of their organization**. Please read the "Criteria for Organization Office Space\* Consideration: The Carolina Union" as this clearly outlines the expectations for allocation of Union work space. Please note that this work space allocation will begin August 19, 2013, until the day before classes start 2014-2015.

The Space Allocations Committee will review the applications for workspace and determine the appropriate allocation of work space. **The recommended allocations will be available by 12:00 noon on Monday, April 1, 2013; a list will be posted on the glass by the double doors to Suite 2501.**

**IT IS YOUR RESPONSIBILITY TO CHECK THE ALLOCATION POSTING; YOU WILL NOT BE CONTACTED.**

Allocations are not finalized until approved by the Union Board of Directors and your organization has signed its contract for 2013-2014.

#### **APPEALS PROCESSES:**

If your organization wishes to appeal the recommended allocation for your group, appeals are due to Tom Low, President of the Carolina Union (at the address below, **BY LETTER ONLY**) by Wednesday, April 3, 2013, by 12:00 noon.

Appeals must include a copy of your application, why you feel your application should be re-considered, based on the guidelines for workspace, as well as any supporting documents. The Space Allocation Committee of the Carolina Union's Board of Directors will review all appeals and notify you of their decision by telephone and/or e-mail by Friday, April 5, 2013, at 12:00 noon. Union policy



further permits one final appeal to the entire Board of Directors should you remain unsatisfied with the Space Allocation Committee's decision. If you decide to appeal to the entire board, you must notify Tom Low, President of the Carolina Union (at the address below, **BY LETTER ONLY**) by 5:00 p.m. on Friday, April 5, 2013. You will be required to attend the next meeting of the board to present your case; that meeting is scheduled for Wednesday, April 3, 2013.

If you have any questions, please contact Tom Low (tlow@email.unc.edu) for assistance.

Sincerely,

Will Leimenstoll

Student Body President

**REMINDER - ALL APPEALS IN WRITING (NOT E-MAIL):**

Tom Low, Carolina Union President  
Suite 3109 FPG Student Union Campus Box 5210  
University of North Carolina at Chapel Hill  
Chapel Hill, North Carolina 27599-5210

**APPLICATION DEADLINE AND APPEALS PROCESS**

**2013-2014 FRANK PORTER GRAHAM STUDENT UNION STUDENT ORGANIZATION WORK SPACE APPLICATION**

***DUE 5:00 P.M. ON FRIDAY, MARCH 8, 2013!***

**APPLICATION TIMELINE:**

- Application to be submitted:
- 5:00 p.m., Friday, March 8
- This application will automatically close at that time

Posted by (**YOU WILL NOT BE CONTACTED**):

- 12:00 noon, Monday, April 1
- Double-door entrance to FPG Student Union Suite 2501

Written appeals (**NO EMAIL**) due to Tom Low\*:

- 12:00 noon, Wednesday, April 3
- FPG Student Union Suite 3109

Notification of Appeal Status:

- 12:00 noon, Friday, April 5
- By telephone and/or email

Secondary appeal to Union Board of Directors (Tom Low):



- 5:00 p.m., Friday, April 5
- FPG Student Union Suite 3109

Union Board of Directors Appeal Meeting:

- 6:00 p.m., Wednesday, April 11
- FPG Student Union Room 3515

## **RULES, REGULATIONS, REMINDERS**

### **PLEASE NOTE:**

- **Workspace is ONLY available to University officially recognized student co-curricular organizations.**
- ***Workspace may not be a private office but could be a shared office, shared space with desk stations, or a closet/cabinet.***
- **Workspace MUST be used for day-to-day operations and organizations must hold at least one open office hour per day, Mon. – Fri.**

**STORAGE OF ITEMS NOT NEEDED FOR DAY-TO-DAY OPERATIONS/WEEKLY PROGRAMS IS STRICTLY PROHIBITED.**

- **Organizations receiving workspace must comply with the Carolina Union's Workspace Lease Agreement and sign a contract.**
- **Organizations receiving workspace must complete the Union Workspace Key Access form.**
- **Organizations cannot use workspace for large meetings; due to space limitations, most workspaces can only accommodate 3-4 people.**
- **Organizations currently allocated workspace and requesting to move are responsible for the cost of moving telephone and/or fax lines as well as all other related costs if you are granted that request.**
- **Please review the "Criteria for Office Space Consideration: The Carolina Union" (next page) for more information.**

## **CRITERIA FOR UNION OFFICE SPACE CONSIDERATION**

### **Criteria for Office Space\* Consideration: The Carolina Union**

Section 2.3.6.4 Criteria for use of the Carolina Union Building Use Policy officially states that all student organizations that meet the following four criteria are eligible for office space in the Frank Porter Graham Student Union:

- **The organization must be an officially recognized student organization.**
- **The organization's focus must be the provision of services to students at UNC-CH.**
- **The organization must demonstrate a need for office space.**



- **The space must be used primarily for the daily operation of the organization, not primarily as storage space, a study area, or place to socialize.**

In addition to these general criteria, the Space Allocation Committee and the Carolina Union Board of Directors take into account several, more specific considerations in allocating workspace. In no general order:

- **The importance of Union-based workspace for the operation of the organization (i.e., how connected are the operations of the organization to the equipment, services, and functions of the Carolina Union).**
- **The office hours of the organization, as well as the approximate number of hours per week the office is used by the organization's members.**
- **The extent to which the organization's goals and activities affect a broad and diverse cross-section of UNC-CH students.**
- **The approximate number of active, student members in the organization.**
- **The number of student members working in the space simultaneously.**
- **The approximate number of students who use the workspace to conduct organization business on a daily basis.**
- **The impact on, and willingness of, an organization sharing workspace with another organization.**
- **The specific capacities and extent in which the organization has used workspace in the past.**

In order to ensure the best assessment of which groups need space and what type of space will best meet their individual needs, it is vital that organizations complete the "2013-2014 Frank Porter Graham Student Organization Workspace Application" with the utmost detail and specificity as possible. Thank you.

**\*NOTE:** The current By-laws of the Carolina Union do not reflect the re-naming of "office space" to "workspace." The use of the term "workspace" is used as a better description of the variety of spaces available in which student organizations can conduct their daily business. The spaces will range from large open rooms with dividers for limited privacy and shared work tables to suites with shared work tables and private, securable offices that may be shared by more than one group, as well as *closet-cabinets*. There are approximately 650 university officially recognized student organizations on campus and only limited space for those groups. From student focus groups, this variety of workspace arrangements was deemed the best means to provide for the maximum number of groups. It is the Union's intention to provide the following equipment as a minimum for the workspace: a desk with a minimum of two drawers (likely non-securable), a chair, and a two-drawer file cabinet (likely non-securable). This will depend on the availability of money and equipment.



**\*REMINDER** Union workspace must be applied for ANNUALLY. If you have been allocated workspace for the current year (2012-2013), YOU MUST STILL APPLY FOR WORKSPACE FOR 2013-2014.

**2013-2014 APPLICATION**

Name of your organization (as it appears in studentlife.unc.edu)? *(required)*

Name of the primary contact (listed in studentlife.unc.edu)? *(required)*

Primary contact's email address? *(required)*

rb3877496

Does your organization have an updated membership roster on your studentlife.unc.edu page? *(required)*

- Yes
- No (Please update your roster. This is how the committee will verify the size of your organization)

rb3877497

Do you currently have workspace in the Union for 2012-2013? *(required)*

- Yes
- No

ddl3864258

In general, what is the active membership of your organization (how many members are "regulars") who will require access to your workspace? *(required)*

What work **MUST** your organization conduct on a DAILY basis to fulfill its mission and provide service to the Carolina community? Given cellphones, laptops, wireless access: why is workspace required for daily fulfillment of your organization's mission? Please include the number of people who (would) seek your organization in order to conduct business with you face-to-face in your workspace. *(required)*

Based on the work of your organization, please prioritize your top 5 needs for workspace, where 1 is your highest priority. Please note that requests are subject to availability and that items with an asterisk (\*) are associated with an expense to be paid for by the organization.



ranking357266seq	2	Secured 5 ft. x 5 ft. storage unit
ranking357266seq	1	Desk/Workstation
ranking357266seq	...	Unsecured 2-drawer filing cabinet
ranking357266seq	5	Unsecured 4-drawer filing cabinet
ranking357266seq	4	Secured 2-drawer filing cabinet*
ranking357266seq	3	Secured 4-drawer filing cabinet*
ranking357266seq	...	Confidentiality/Private Space
ranking357266seq	...	Shared telephone*
ranking357266seq	...	Private telephone*
ranking357266seq	...	High Security*
ranking357266seq	...	Dry Erase Board*
ranking357266seq	...	Other

fta20684924	-1	
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Please explain your prioritizations. (required)

If you are NOT allocated workspace, what would happen to your organization and its day-to-day functions and what would you do to maintain these functions?(required)

There are over 650 officially recognized student organizations and there is workspace for less than a quarter of those groups. Additionally, the Union now has a number of open, collaborative workspaces available for conducting business. What is it about your organization and its mission that necessitates that you have workspace? (required)

**ORGANIZATIONS WITH CURRENT WORKSPACE**

Please select the types of events your organization provided to the Carolina community in 2012-2013 (Select all that apply) (required)

- cb20745310 General Interest Meetings
- cb20745311 Organizational Meetings
- cb20745312 Educational events
- cb20745313 Cultural events



cb20745314

Social events

cb20745315

Recreation events

cb20745371

Philanthropic events

rb3877503

Overall how many events (NOT INCLUDING MEETINGS) did your organization offer the Carolina community in 2012-2013? *(required)*

- Less than 10
- 11 to 20
- 21 to 30
- 31 to 40
- 41 to 50
- More than 50

If you offer 10 or fewer events in 2012-2013 please briefly explain why (e.g., do you only provide one or two large events per year)? *(required)*

rb3877504

How many office hours as an organization were held per week in 2012-2013? *(required)*

- Less than 5
- 6 to 10
- 11 to 20
- 21 to 30
- 31 to 40
- More than 40

ddl3877505

How many members of your organization were regularly in the office at the same time in 2012-2013? *(required)*

## FINAL REMINDERS:

**1. Your allocation is based on the responses to these questions, how well your organization meets the criteria outlined in the "Criteria for Office**



***Space Consideration: The Carolina Union" document (Page 4), and, if you've had workspace in the past, how well your organization held to office hours and policy, particularly the non-storage policy.***

***2. You will NOT be contacted regarding the outcome of your application; it is YOUR responsibility to check the posting and follow any subsequent procedures outlined in the cover letter and on this application.***

***APPLICATION DUE BY 5:00 P.M. ON FRIDAY, MARCH 8, 2013!***







### **ATTACHMENT 3**

Union Board of Directors: Bylaw Review Committee Meeting Minutes 10.30.13

Carly revisited the positions we are discussing holding for the board  
Proposed having only 2 faculty members on the board, but expressed concern with continuity.

Talked about the criteria for student organizations on the board.  
Talked about space usage and how we determine who makes the most space use.  
Crystal clarified that it isn't for groups with permanent space in the building.

Discussing the difference between voting members and members of the standing committee.

Agreed that one voting board member should come from a student organization that is in the top 3 of Union space usage.

Crystal mentions that only 20% of students are in Student Organizations and that students who aren't in student orgs. are actually the largest users of the Union.

Discussing designating positions based on year, designating a vice chair, and whether or not a leader of a student organization could be an elected student.

Concern over when leadership positions are selected on campus.

Discussing consolidating the SBP, GPSF, and Congress position

Discussing whether or not Congress has to approve all Union bylaws and figuring out the dynamic between Congress and Board of Directors

Broke down structure of board

			Chair		
	CUAB	CUEF		RHA	SBP (SBP?, GPSF?)
		ORG		ORG (Most Used)	
	Faculty			Faculty	
Student		Student		Student	Student

Deciding things for Carly to discuss with Connor Brady:  
Size of student government presence on board  
President should represent all of student government  
Understand history  
Understand concerns of Congress

**END OF ATTACHMENT 3**



## **ATTACHMENT 4**

**Union Board of Directors: Bylaw Review Committee Meeting  
11/6/13**

**Present: Carly Mathews, Ellen McDermott, Kendall Nicosia-Rusin, Gabe Chess  
Absent: Hinson Neville, Crystal King**

- Recapped structural conflicts from last meeting. Carly Mathews informed the group of the points that Speaker of Congress Connor Brady would like to see addressed in the Board's functioning.
  - o More transparency in proceedings
  - o Reduce size
  - o Revise committee chair appointment process, specifically with regards to Congress's role on the Finance Committee
  - o Increase communication with Congress
  - o Increase communication with grad students
- Assessed the best way to tackle the review of the bylaws. The group determined that it should start by revising the mission statement.
- Kendall Nicosia-Rusin introduced the RHA constitution to the discussion; Mathews and Ellen McDermott researched mission statements from other schools.
- Returned to the discussion about including the Bylaws in the Student Code. Discussed how the inclusion would affect future Bylaw changes.
- Noted that the Union is not a student organization.
- Discussed having both a mission statement for the Union and a mission statement for the Board of Directors. Decided to focus on the mission statement provided in the current bylaws that is specific to the Union.
- Collected words that should be affiliated with the Union:
  - o Facilities
  - o Programming
  - o Engaging
  - o Enriching
  - o Services
  - o Community
  - o Nexus
- Mission statement:



**We commit to engaging members of the campus community by providing accessible facilities, complementary services, and enriching opportunities.**

- Discussed the scope of the bylaws (the next section) and commented on the fact that the bylaws pertain to the Union as a whole and not just the Board of Directors.
- Discussed the goal of the Union's bylaws and the possibility of listing all services and organizations specific to the Union in the bylaw revision. The group talked about whether or not it would be best to include both the services controlled by faculty/staff in addition to the services in which students are involved or to just include the Union opportunities specific to students.
- Discussed how the Carolina Union Activities Board should be included in and governed by the bylaws.
- Noted the inclusion of the Carolina Union Director process in the bylaws and how it relates to the Board of Directors. Concluded that additional conversations with Crystal King would be necessary.

## **END OF ATTACHMENT 4**

## **ATTACHMENT 5**

CUAB Long Range Planning Committee Meeting  
November 8, 2013

Present: JoEllen McBride, Crystal King, Carly Matthews, Max Bitar

We got a tour of the Union. Some questions/concerns that came up:

- 1) Performance space for practice and performing
- 2) How utilized the pool table area is. Very.
- 3) How utilized the lockers were. Very.
- 4) More general purpose and meeting spaces in convenient locations.

After the tour we met as a committee. Found out from Crystal that she is asking Architecture firms for an RFI. She showed us the booklet put together by an International Association of Unions showcasing what Unions are doing with their spaces.

Wants to look into redecorating the Union to make it more Carolina. Also, looking into Storage space vs Office Space for student groups.



Is also looking into ways to reach out to student populations that don't use the Union. How can the Union bring services to them?

## **END OF ATTACHMENT 5**

### **ATTACHMENT 6**

CUAB Governing Document Committee Meeting  
11/8/2013  
2:30 pm

Present: Carly Mathews, Jake Bernstein, Tony Patterson  
Absent: Gabe Chess, Cora Went, Liz Goslin, Lauren Sacks

- Carly Mathews stated the goal of the meeting: to determine the breath of the document and the best way (time and result-wise) to accomplish the committee's goal.
- Began list of topics that need to be included in CUAB's governing document using Duke's Union constitution as an idea base.
- Discussed the difference between writing a *constitution* and *bylaws*.
  - o Determined that *constitution* implied a general document stating purposes while *bylaws* defined roles and functions.
  - o The group decided that its purpose was closer to that of a bylaw document.
- Discussed the difference between the current structure and functioning of CUAB and what the organization will hopefully look like in the future.
  - o Addressed concerns
    - Lack of formal committee membership
    - Disconnect between committee members and the organization's leadership
    - Disconnect between CUAB's purpose and other University funded organizations' event programming
    - Checks and balances within CUAB and with Board of Directors
- Discussed the pros and cons of including the Union's Bylaws in the Student Code.
  - o Separation of organizations based on purposes



- The separate identities of campus organizations and the types of students that each attracts and why
- Final list of topics for the governing document (not in any order):
  - Mission
  - Membership
    - Applications?
    - Tasks
  - Structure of organization
  - President and chair selection
  - Governance
    - Impeachment
  - Amendments
  - Decision making
- Committee plans to determine CUAB's mission statement and structure at its next meeting.
- 

## **END OF ATTACHMENT 6**

## **ATTACHMENT 7**

Union Board of Directors: Bylaw Review Committee Meeting  
11/13/13

Present: Carly Mathews, Ellen McDermott, Kendall Nicosia-Rusin, Crystal King  
Absent: Hinson Neville, Gabe Chess

- Carly Mathews clarified that the current Union's bylaws should be specific to the Union's Board of Directors (BoD) and not the Carolina Union
- Listed sections in current bylaws:
  - Board of Directors
  - Union Director
  - President Selection
  - Activities Board
  - Permanent Art Collection
  - Amendments
- Determined that alterations to the BoD section should be the group's first priority
- Discussed the purpose of the BoD



- Kendall Nicosia-Rusin introduced the idea of the difference between creating opportunities for critical feedback and creating opportunities for blind approvals
- Crystal King discussed the importance of understanding the experience that students are actually looking for
  - Example: finances
    - Most students request knowledge of money management but few have any interest in looking further
- Outlined sections that should be discussed on the BoD bylaws (not in order):
  - Mission
  - Membership
  - Chair Selection
  - Duties
  - Decision Making
  - Amendments
  - Committees
    - Space Allocation and Long Range Planning committees are most necessary
  - Meetings
- Determined that Chair selection should be discussed first in light of the proposed CUAB President and BoD Chair split
  - Discussed whether the split should be postponed in order to complete the background planning first
    - Ellen McDermott says that the position should be split as soon as possible
  - CUAB President
    - Carly Mathews prefers NC State's programming board's model for CUAB President selection, which involves a General Body Election
    - Nicosia-Rusin asked whether making CUAB a General Body Election would scare potential candidates
    - Nicosia-Rusin asked about feasibility with respect to the Board of Elections
  - BoD Chair
    - Open application versus nomination within the Board?
    - Idea: BoD Chair would go through the current selection process for the Union President
      - Application would be open to all students
    - King suggested postponing Chair selection until after the General Body Election at which time members of the BoD would assess applications



- King recommended creating a rubric regarding the qualities and experiences that the Board will look for in a Chair
  - The group supported the process that King presented
  - Determined that the group needs to reach out to Tony Patterson in order to understand election processes in the University
- Plan to discuss BoD mission and duties at next meeting

**END OF ATTACHMENT 7**



HB 998, S.L 2013-316 (Became law August 23, 2013)

**Repeal of Exemption**

**SECTION 3.1.(d)** This section becomes effective January 1, 2014, and applies to sales made on or after that date.

**SECTION 3.2.(a)** G.S. 105-164.13. . . (27) . . . repealed.

N.C. Gen. Stat. § 105-164.13(27) exempts from the tax, the sale at retail and the use, storage, or consumption in this State of:

*"Prepared food and food served to students in dining rooms regularly operated by State or private educational institutions or student organizations thereof."*

**Admission Charges**

**SECTION 5.(b)** G.S. 105-164.4(a) is amended by adding the following new subdivision to read: "**§ 105-164.4. Tax imposed on retailers.**

(a) A privilege tax is imposed on a retailer at the following percentage rates of the retailer's net taxable sales or gross receipts, as appropriate. The general rate of tax is four and three-quarters percent (4.75%).

...  
(10) The general rate of tax applies to admission charges to an entertainment activity listed in this subdivision. Offering any of these listed activities is a service. An admission charge includes a charge for a single ticket, a multioccasion ticket, a seasonal pass, an annual pass, and a cover charge.

An admission charge does not include a charge for amenities. If charges for amenities are not separately stated on the face of an admission ticket, then the charge for admission is considered to be equal to the admission charge for a ticket to the same event that does not include amenities and is for a seat located directly in front of or closest to a seat that includes amenities.

When an admission ticket is resold and the price of the admission ticket is printed on the face of the ticket, the tax does not apply to the face price. When an admission ticket is resold and the price of the admission ticket is not printed on the face of the ticket, the tax applies to the difference between the amount the reseller paid for the ticket and the amount the reseller charges for the ticket.

Admission charges to the following entertainment activities are subject to tax:

- a. A live performance or other live event of any kind.
- b. A motion picture or film.
- c. A museum, a cultural site, a garden, an exhibit, a show, or a similar attraction or a guided tour at any of these attractions."

**SECTION 5.(f)** This section becomes effective January 1, 2014, and applies to admissions purchased on or after that date. For admissions to a live event, the tax applies to the initial sale or resale of tickets occurring on or after that date; gross receipts received on or after January 1, 2014, for admission to a live event, for which the initial sale of tickets occurred before that date, other than gross receipts received by a ticket reseller, are taxable under G.S. 105-37.1.

HB 14, S.L. 2013-414 (Became law August 23, 2013)

**Admission Exemptions**

**SECTION 58.(e)** If House Bill 998 becomes law, then G.S. 105-164.13, as amended by this act, reads as rewritten:

"§ 105-164.13. Retail sales and use tax.

The sale at retail and the use, storage, or consumption in this State of the following tangible personal property, digital property, and services are specifically exempted from the tax imposed by this Article:

...

(60) Admission charges to any of the following entertainment activities:

- a. An event that is held at an elementary or secondary school and is sponsored by the school.
- b. A commercial agricultural fair that meets the requirements of G.S. 106-520.1, as determined by the Commissioner of Agriculture.
- c. A festival or other recreational or entertainment activity that lasts no more than seven consecutive days and is sponsored by a nonprofit entity that is exempt from tax under Article 4 of this Chapter and uses the entire proceeds of the activity exclusively for the entity's nonprofit purposes. This exemption applies to the first two activities sponsored by the entity during a calendar year.
- d. A youth athletic contest sponsored by a nonprofit entity that is exempt from tax under Article 4 of this Chapter. For the purpose of this subdivision, a youth athletic contest is a contest in which each participating athlete is less than 20 years of age at the time of enrollment.
- e. A State attraction. A State attraction is a physical place supported with State funds that offers cultural, educational, historical, or recreational opportunities. The term "State funds" has the same meaning as defined in G.S. 143C-1-1.

**SECTION 58.(f)** This section becomes effective January 1, 2014, and applies to taxable years that begin on or after that date and to purchases made on or after that date."

**State Funds:**

N.C. Gen. Stat. § 143C-1-1(d)(25) defines "State funds" as:

*"Any moneys including federal funds deposited in the State treasury except moneys deposited in a trust fund or agency fund as described in G.S. 143C-1-3."*