

Carolina Union Board of Directors  
Meeting Minutes  
Wednesday, April 14, 2015

<b>Attendees</b>
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**PRESENT:**

Gabe Chess	Outgoing President of the BoD
Crystal King	Carolina Union Director
Jaelyn Coates	Incoming President of the BoD
Ivy Hardy*	Speaker of Student Congress
Kyle Villemain*	Sub for Student Body President
Marissa Rose*	Student Congress Appointee
Harold Woodard*	Faculty Member Appointment
Tommy Koonce*	Faculty Member Appointment
Zachary Smathers*	Carolina Union Employee Forum
Keegan McBride*	Campus Y
Kyle Reeves*	Sub for GPSF President
Olivia Branscum*	WXYC
Shamira Lukomwa*	Muslim Students Association (MSA)
Jeffrey Birdsong	Assoc. Director of Business and Finance
Scott Hudson	Carolina Union Senior Assoc. Director, Operations
Robert Kunstman	Sr. Assoc. Director for Student Life and Leadership
Megan Johnson	Assoc. Director, Comm. and Creative Sciences
Joe Singer	Sr. Assoc. Director of Events Management
Merrick Osborne	CUAB President Elect
Amy Whitman	Carolina Union Employee Forum
Saima Akbar	MSA Outreach Co-Chair
Audra Slavin	Director of Finance for Student Affairs

**ABSENT:**

Jacob Hinton*	CUAB – Union President Appointment
McKenzie Folan*	Executive Branch
Wendell Gilland (Business)*	Faculty Member Appointment
Jake Bernstein*	CUAB appointment
Taylor Bates*	President of the Residence Hall Association
Lindsey Wallace*	GPSF
Justin McNabb*	GPSF
Antonio Serrato-Capuchina*	GPSF Appointment
Nicolas Hanna*	At-Large Student

**PRESENTERS:**

Melanie Margarum	Event Coordinator
Jeffrey Birdsong	Assoc. Director of Business and Finance

\* Voting Member of the Board

## **Meeting Summary**

The Board addressed the following points on March 4, 2015:

1. The Board voted and approved the Proposed Building Hours for the 2016-2017 academic year.
2. The Union is currently operating on the positive side of break-even. The Union is intentionally operating at reduced expenses in order to be in an even better financial position in the future.
3. The Board recognized Audra Slavin, Harold Woodard, and Gabe Chess for their great services to the Union and to the University.
4. Jaelyn Coates was officially recognized as the incoming Chair for the Board for the 2015-2016 academic year.

## **Call to Order**

President Gabe Chess called the April 15, 2015 Union Board of Directors Meeting to order at 5:30 pm.

## **Old Business**

### **Approval of the February Minutes**

President Gabe Chess moved to approve the March 4, 2015 meeting minutes that were sent out to the board members for review. With no corrections to the minutes, the motion was seconded and the March 4, 2015 minutes were approved with no additional changes.

## **New Business**

### **Carolina Union 2016-2017 Building Hours**

President Gabe introduced Melanie Margarum, a Carolina Union Events Coordinator, to present the proposed building hours for 2015-2016. Regular building hours will stay the same; the only time the building deviates from regular operating hours are during holidays. On holidays, the building runs on reduced hours. On occasions where the building is “Limited Opening,” only the Information Desk and a few Operations staff will be present in the building. See attached Building Hours Proposal for specific dates.

President Gabe called to approve the 2016-2017 Building Hours. The Board unanimously approved the hours for the 2016-2017 academic year.

### **Financial Update**

President Gabe introduced Jeff Birdsong, to present about the financial position of the Union. Jeff indicated that the Union is headed even more favorably to the positive side of break-even. He explained that the report can be deceiving because the Union receives all Student Activity Fees at the beginning of the semester, which makes the finances look more favorable. However, Jeff anticipates that expenses will be heavier throughout March and April; therefore, a quantitative prediction for how much over break-even will be difficult to determine. He is

confident that since expenses have been under-budget due to vacant staff positions and non-personnel expenses, the Union will finish the year above break-even.

In response to a question regarding the coverage of “Other Current Services,” Jeff answered that could include meetings and amenities, construction expenses, and inter-departmental expenses. The Union is intentionally under-budget in “Other Current Services” and could reduce the budget. Tommy indicated that the category is relatively vague, and Audra indicated that Student Affairs would be happy to share supporting documentation for the expenses in that category. However, due to the new accounting system, it will be difficult to sub-categorize all spending that fall under that category.

Jeff indicated that staff salary expenses will be catching up to the budget as the Union fills the current vacant positions. Audra added that the budget accounts for a staff raise, but the State has not issued a raise for the staff. This is simply a conservative approach to budgeting in case the State does pass the legislature.

### **Recognition of Audra Slavin**

President Gabe introduced Audra Slavin, the Director of Business and Finance for all of Student Affairs. He thanked her for everything she has done to support the Union and the student on campus. He invited Josh Aristy and Brittany Best to speak a few words about Audra.

Brittany gave her gratitude to Audra for going above and beyond the call of duty and working with Student Government and students. Audra has been an incredible ally in reforming the Student Activities Fund Office, and thanks to her contributions, Student Government was able to accomplish a lot. She spent hours advocating to administrators on behalf of the students, drafted countless financial reports and explained those reports, and considered the best for the students every step of the way. Brittany thanked her for being an incredible mentor and for guiding her through the process.

Josh thanked Audra for being an invaluable member of the team and for being so open to involving Student Congress throughout the entire process. Audra tied the team together, and without her, the task would be close to impossible. A huge congratulation goes out to everything she has done.

The Board then presented a gift to Audra for all her hard work this academic year.

### **Recognition of Harold Woodard**

Gabe then expressed a special thank you to Dean Woodard for everything he has done for the University and wished him a happy retirement. Dean Woodard received both of his degrees from Carolina and has been serving the University ever since. He has been a real pleasure to work with and his dedication to the University has been immeasurable.

Dean Woodard thanked the Board and told the Board that he would really miss Carolina. He expressed that the Board has kept him energized and is inspired by how much the Board cares for the decisions they make.

The Board then presented a gift to Dean Woodard for his time here with the University.

### **Outgoing BoD Chair Remarks**

Gabe spoke about the incredible year he had with the Board and how thankful he is about the level of importance the Board took with the work they've done. He really believes that the Union is beyond the 15 hours spent in the classroom, but about imparting wisdom and not just knowledge. He is so proud to be a part of the Board that is really dedicated to creating an inclusive environment and growing into a quality citizen. He thanked the Leadership Team and Crystal for working with him and creating an environment of transformation and growth. He is excited for the years to come and all the new initiatives and decisions the Board will make in the future.

### **Incoming BoD Chair Remarks**

Gabe then passed off his presidency to Jaelyn Coates to speak to the Board. Jaelyn expressed that she felt honored to be a part of the Board that can respond to the students' needs. She is excited about all the new ideas and the start of the new year.

## **Informational Presentations**

### **Director's Report**

Crystal told the Board that Gabe's birthday was April 14, 2015 and she has been working behind the scenes to create a special birthday celebration. She presented Gabe a beautiful cake and put Gabe's parents on FaceTime. The Board all wished Gabe a Happy Birthday!

Crystal then expressed how proud she was of the Board for everything they have accomplished. She is incredibly inspired for being affiliated with a Board that can express their thoughts and opinions in a respectful way. She thanked Gabe for being a great leader and for being so flexible in learning and making sure every voice was heard. She spoke about Gabe's great passion to grow and develop the Union, and presented Gabe with a gift from the Board for being the example the Union needs.

## **Adjournment**

Having no other business, President Gabe Chess adjourned the meeting at 6:16 pm.