

Carolina Union Board of Directors
Meeting Minutes
Wednesday, September 17, 2014

Attendees

PRESENT:

Gabe Chess	President of the Carolina Union
Keegan McBride	Campus Y
Jacob Hinton	CUAB – Union President Appointment
Taylor Bates	President of the Residence Hall Association
Ellen McDermott	Carolina Union Employee Forum
Jake Bernstein	CUAB appointment
Tommy Koonce	Faculty Member Appointment
Harold Woodard	Faculty Member Appointment
Kyle Reeves	Sub for GPSF President
Crystal King	Carolina Union Director
Lindsey Wallace	GPSF
Justin McNabb	GPSF

PRESENTERS:

Jasmine Howard	Events Management (on behalf of Becki Santiago)
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ABSENT:

Kyle Villemain	Sub for Student Body President
McKenzie Folan	Executive Branch
Ivy Hardy	Speaker of Student Congress
Shamira Lukomwa	Muslim Students Association
Wendell Gilland (Business)	Faculty Member Appointment
Antonio Serrato-Capuchina	GPSF Appointment
Priyanka Mehta	Greek Alliance Council
Olivia Branscum	WXYC



Call to Order

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

Approval of the Minutes

August minutes will be emailed at the end of this meeting.

New Business

Carolina Union Student Fee Request

President Gabe went through a brief overview of the new 2.8% student fee increase request, which included all of the following:

- This fee increase request covers the 2015-2016 and 2016-2017 academic years and amounts to \$3.88 per student.
- This fee will go towards the \$1,000 legislature mandated pay increase for all SPA employees with the total amounting to \$44,000 a year.
- This fee is also due to the nine key positions that still need to be filled. All of these positions are expected to be filled by the Spring of 2015.
- A bulk of the fee is due to the Affordable Healthcare Act which states that at any given time, if the University were to take a snapshot of the student employees, all student employees that are working more than 30 hours a week must be provided a health insurance payment of \$5,284 per student.
- The fee increase proposed is less than the 3% inflation rate that the University recommended.
- The utility cost submitted at the SFAC meeting had an error in it. What was stated was that there would be a projected 1.24% decrease in utility cost, amounting to \$8,600 in savings. Utility costs are \$660,000 annually; a 2.8% increase is not sufficient to help offset utility costs.
- SFAS and SFAC supported the fee increase.
- This fee increase had previously been submitted and the due date was prior to the start of classes, therefore, a board of directors meeting was not able to be arranged. The board's will need to vote on whether or not this fee will go into effect with or without changes before being resubmitted again in September.

Following this overview, President Gabe opened the floor up to questions.

- Kyle Reeves: Have fees increased in past years?
 - Crystal: Fee increases in the past years have been conservative. The fee for 2011-2012 and 2013-2014 was \$136.57. In 2014-2015, it rose to \$139 and the proposed fee for 2014-2015 is \$141.
- Lindsey Wallace: Would it be more feasible to hire additional students and have them work 20 hours a week rather than fewer students who work 30 hours a week.
 - Crystal: To her understanding, the Union would still need to pay the student's health insurance even if the student was working 30 hours in a different department at the time of the snapshot. As long as the student is

working at the Union during the current period, it would not matter when the snapshot was taken. In addition we need to be thoughtful of the ramifications of cutting students' hours in order to accommodate this new policy considering many of them are paying their way through school.

- For budgeting purposes, the proposed fee was based off of a case of 100 students needing this health insurance payment.
- Tommy Koonce: Offered to have personnel in his department who are experts in regards to the Affordable Healthcare Act look over the issue of the Union needing to pay for healthcare insurance for students who are already insured through other sources.
- President Gabe called for a vote from the board to approve this fee increase proposal. **There was a unanimous vote in favor of the proposal.**

Board of Directors Appointments

Taylor Bates presents Erwin Chan, a transfer student and the programming chair for New Student and Carolina Parent Program as the first candidate.

Kyle Reeves presents the second candidate, Nicholas Hanna, a law student who is applying to be a joint MBA student in the business school. He offers a perspective for students who are utilizing the Union's programs but in a different area of campus. He is also in a leadership position in the UNC Hispanic and Latino Law Student Association.

Jake Bernstein presents the final candidate is Ezra Baeli-Wang, a sophomore and captain of the fencing team, as well as a member of the Student Athletic Advisory Committee.

The board of directors currently has representation from transfer students, graduate students, as well as student-athletes. Of the candidates, Nicholas and Ezra were the only ones who were informed of their nomination and were willing to take up the role should they be appointed. Taking into consideration the perspective that the board of directors is missing, President Gabe called for a vote for the appointment of Nicholas Hanna and there was a unanimous vote in favor of it.

Board Goals

President Gabe presents this year's goals as follows:

- To provide the BoD with a comprehensive understanding of the Union's role and function. This goal will be met through the use of presentations and social media reminders as well as updating the BoD of functions scheduled throughout the Union and having them listed on the agenda.
- For the BoD to become more visible and accessible in and outside of the Union. The idea is for students to know who to come to with their concerns regarding the Union.

- For the board to play an active role in making decisions regarding the processes and procedures the finance committee undergoes with the \$10,000 spending money.
- The completion of a master plan for the Union. The chancellor has asked that all campus departments present a master plan to the Board of Governors. The current goal is to develop the scope and level of expense for the master plan which the Union would like to undertake. The long-range planning committee will commence working on it but with full board effort.
- The membership make-up of the board and splitting positions between CUAB and the chair of the board of directors will also be reviewed and discussed by the membership committee. They will present it during the November meeting for the board to vote on it.
- New furniture is being selected for the building and this process will continue to be discussed throughout the year.

Water Bottle Fill Station Proposal

The Water Bottle Fill Station proposal calls for the installation of three units; one located on the 1st floor next to the men and women's bathrooms, one in the west lounge, and the third in the 2500 hallway. The total cost of this project will be \$10,204.

- The EBI survey listed this as the number one desired improvement suggested by students.
- Kyle Reeves: Is essential to convert all three water fountain units to water bottle filling stations at the same time or even moving these stations to more high-traffic areas? Scott Hudson alleviated this concern by stating that the installation of all three units makes it more cost efficient.
- Lindsey: Why are water bottle filling stations so popular? It is more efficient to have a station fill up your water bottle as opposed to filling it up manually.
- The individual locations were picked as the site of installation because the ease of conversion made it cost effective.

The proposal was called for a vote by President Gabe and was unanimously in favor of the new water bottle filling stations.

Ellen asked about the installation timeframe. Crystal: a work order will be sent in immediately which will be worked out with the project manager and facilities. The university's conversion to PeopleSoft will delay any purchases that need to be made.

Informational Presentations

Housekeeper Appreciation Week

Crystal emphasized the importance of staff showing their appreciation towards the Union's housekeepers in observance of Housekeeper Appreciation Week. The Union has planned a

special surprise for both the night time and day time housekeeping staff, which would be unveiled later on in the week.

New Staff Introduction

Two new staff members were introduced to the board – Jeffrey Birdsong and Bobby Kunstman.

- Jeffrey Birdsong is the new Business and Finance officer. The restructuring of the Union has included pulling all of the financial business under one leader. Jeffrey is in charge of SAFO and the financial dealings of the Union. He will begin providing updates to the board regarding the Union’s finances. Mr. Birdsong is a graduate of UNC. He is originally from Atlanta and worked for 15 years as a CPA, and 5 years as an internal auditor at SunTrust Bank. Jeff has taught for 12 years as a professor in financial and business accounting at St. Andrews University.
- Bobby Kunstman+ is the new student life coordinator. CUAB, CLD, and student organizations all report to him.
- Originally from Miami, Florida.
- From Colorado State and worked in the Union as the Student Engagement Office.

New Agenda Format

In an effort to encourage board members to actively participate in Union events, the agenda will now include the top 5-6 upcoming programs hosted at the Union. The second page of the agenda will detail the CUAB budget and monthly spending.

Megan Johnson announced “Treat Yo’ Self Thursdays”, an idea resulting from last semesters “Coffee with Crystal” series. This event will be held every month and allows students to come and converse with Union staff over cupcakes. Showcased as an open forum, students will be able to talk to the staff, familiarize themselves with their faces and leave feedback on a whiteboard as well as suggest what they’d like to see done at the Union. This event will be held the Thursday after the BoD meeting. The dates for the Treat Yo’ Self events will be sent out.

Jasmine Howard, the Union’s marketing and project coordinator was introduced to the BoD. This new position focuses on marketing and social media. The social media accounts are all managed by her and help to ensure that the Union is conveying a consistent mood and tone throughout all of its social media outlets.

Student Employee Fall Training

Ellen McDermott: The student employees underwent a week-long training orientation prior to the start of classes. The 1st day was for CUEF, the 2nd for supervisors, and the last day

was for all student staff. Project Union was incorporated into the training and served to introduce students to employees from different departments in an attempt to motivate students and encourage teamwork.

A flyer was passed out that outlined the details on the training as well as the results of the student employee's pre-tests and post-test results. The post-tests showed that the students had a significant increase in their knowledge of their job after the training.

Carolina Veterans Organization

A proposal to transform the Class of 2000 Lounge space into a resource center for veterans was originally presented to the board in the past year and will be discussed in more detail in the future. For any questions, please see Jacob Hinton.

EBI Presentation

Jasmine Howard on behalf of Becki Santiago: The survey results were passed out to everyone prior to the meeting. This year's EBI survey has received the most responses in history. There were a total of 1329 responses from April-September of 2014. This increase is directly attributed to Becki and Drew's efforts at offering incentives in the form of prizes and drawings to students who fill out the survey. The survey consisted of asking students whether or not they were satisfied with a number of things, including Union cleanliness, life and leadership, customer service, entertainment, etc. However, the results were skewed to mostly on-campus students. In addition, graduate students had the least amount of participation and were also the least satisfied when compared to other groups.

Adjournment

Having no other business, President Gabe Chess adjourned the meeting.