

## ATTENDEES

### PRESENT:

Neil Harwani*	Carolina Union Board Chair
Crystal King	Carolina Union Director
Jordan Bermudez*	CUAB President, Board Vice-Chair
Elizabeth Adkins*	Student Body President
Madelyn Percy*	Graduate and Professional Student Federation President
Ayesha Faisal*	Muslim Students Association
Jessica Bolin*	Campus Y
Christina Cupello*	Carolina Athletic Association President
Allen O’Barr*	Faculty Member Appointment – CAPS
Wendell Gilland*	Faculty Member Appointment –Kenan-Flagler Business School
Tristan Routh*	BoD Chair Appointment – Student Legal Services
James Street*	BoD Chair Appointment – Diversity & Multicultural Affairs
Scott Myers*	Carolina Dining Services
Travis Broadhurst*	Student Congress Appointment
Rishi Sharma*	Executive Branch Appointment
Joanna Warren*	Graduate and Professional Student Federation Appointment
Joe Singer	Senior Associate Director, Events Services
Joselle Torres	Assistant Director, Event Services
Bobby Kunstman	Director, Student Life and Leadership
Rustin McNiff	Operations Manager, Events Services
Jaelyn Evans	CUAB Programming Vice President
Viviane Mao	CUAB President Elect
Alex Wang	CUAB Vice President Elect of Programming
Julian Esain	CUAB Vice President Elect of Internal Affairs
Molly Burke	CUAB Vice President Elect of External Affairs
Manny Hernandez	Graduate and Professional Student Federation President Elect
Ben Roberts	Graduate and Professional Student Federation Secretary Elect
Savannah Putnam	Student Body President Elect
Bharat Modi	Residence Hall Association President Elect
Kenneth Echeverria	Speaker of the Undergraduate Senate
Krista Prince	Carolina Housing, Leadership Development Coordinator
Brian Lackman	Former Student Activities Program Coordinator, Student Life and Leadership
Alexandra Smith	Yackety Yack President
Hayley Barnes	Yackety Yack Photographer

\* Voting Member of the Board

**ABSENT:**

Katharine Shriver\*

Hiren Gihwala

Chelsea Carter\*

Seteena Turner

Tommy Koonce\*

Ricky Marimon\*

Student Congress Speaker

President of the Residence Hall Association

Carolina Union Employee Forum

Student Member At-Large

Faculty Member Appointment – School of Medicine

Campus Recreation Council

## MEETING SUMMARY

The Board addressed the following points on April 18, 2018:

1. The Board approved the Carolina Union building hours for the 2018-2019 fiscal year.
2. Upon deliberation, all 14 voting members of the Carolina Union Board of Directors voted to deny Yackety Yack's appeal for an office space, but did approve to grant them Storage Cabinet #31 in addition to Storage Unit #4.
3. Incoming CUAB President Viviane Mao presented her future goals for the organization and provided an overview of CUAB's budget for the upcoming year.
4. Current Vice Chair, and incoming Board Chair, Jordan discussed her goals for the Board.
5. Chairman Neil recognized the Board's accomplishments during the 2017-2018 academic year.
6. Carolina Union Director Crystal King provided a final report.

## CALL TO ORDER

Chairman Neil called the April 18, 2018 Union Board Meeting to order at 5:04 pm.

## OLD BUSINESS

### Approval of the April 4, 2018 Minutes

Chairman Neil directed the Board's attention to approve the April 4, 2018 meeting minutes that were given out for review. With no corrections to the minutes, Madelyn Percy moved to approve the minutes and Christina Cupello seconded, the April 4, 2018 minutes were approved.

## NEW BUSINESS

### CUAB Update

Vice Chair Jordan informed the board that the Last Day of Class (LDOC) celebration will be on Friday, April 20. The celebration will be held in the pit all day until 3:00 pm., and the LDOC movie showing will be *Black Panther*.

### Building Hours Approval

Carolina Union Operations Manager Rustin McNiff thanked the Board for their time before presenting the 2018-2019 fiscal year building hours. The Carolina Union's operations will align with the Registrar's calendar so that it will be closed or operating under reduced hours for holidays and breaks. The building's regular service hours are as follows:

- 7:30 am to 1:00 am Monday - Friday
- 9:00 am to 1:00 am Saturday
- 11:00 am to 1:00 am Sunday

Reduced service hours require the building to close at 5:00 pm:

- 7:30 am to 5:00 pm Monday - Friday
- 9:00 am to 5:00 pm Saturday
- 11:00 am to 5:00 pm Sunday

Travis Broadhurst motioned to approve the 2018-2019 fiscal year building hours and Tristan Routh seconded.

## **Appeals from Space Allocation**

Representatives Alexandra Smith and Hayley Barnes from UNC's student yearbook organization, Yackety Yack, appealed to the Board for a student organization office space within the Union. The organization previously held office space within the Union for the past several years, but such has since been reallocated to the Office of Fraternity and Sorority Life. The organization argued that because they are the longest running publication on campus and possess over 125 years' worth of yearbooks and Carolina history, the organization would feel more safe keeping past yearbooks in an office space. Yackety Yack would also utilize an office space to store their photography equipment, take senior portraits, and create and sell the yearbook. Smith and Barnes stated that the organization aims to grow its presence on campus with the support of the Union, and expressed that consolidating from an office space to a storage unit would restrict them from doing so.

Chairman Neil reiterated that in addition to Yackety Yack's allocation of Storage Unit #4, the Space Allocation Committee has offered Storage Cabinet #31 to Yackety Yack. Smith and Barnes expressed gratitude for the space that they have been given within the Union and confirmed that if all else fails, they would like to maintain control of the cabinet space in addition to their storage unit.

Following the presentation, the Board was allotted five minutes to question the organization. The following questions were raised by the Board:

*How many staff members does Yackety Yack have?*

- The organization has about 30 staff members, including about 15 student photographers, but is looking to increase their numbers. The organization is run solely by students.

*What is the approximate number of yearbooks sold to students every year?*

- In Spring 2017, Yackety Yack sold around 300 yearbooks, but those numbers took a sharp dive after the organization's hiatus due to a transition period between offices and leadership. The current number of yearbooks purchased has grown from the current time last year.

*On any given day, how many hours a day are students working in the office and how many different students are in there?*

- Each officer of the organization has office hours for at least 2 hours a week, with the average being 3 hours a day. Yackety Yack also utilizes their current office space to conduct weekly executive meetings, transition cameras and passes for events, and complete submissions that can take between 1 to 6 hours to complete, which is time added on top of office hours.

*In the past, did you all have space in the General Alumni Center at one point?*

- Yackety Yack did have a larger office space in the General Alumni Center with additional connecting offices and access to central computers. However, the organization lost that space and there are no spaces within the GAA that would allow the organization to be stationed there consistently. Currently, the organization utilizes the GAA's basement to take senior portraits, but there is no space available for them to have an office in this building as the offices are all in use.

*Have you talked to the GAA about expanding your space?*

- The GAA only supports the organization through funding. Yackety Yack can rent rooms and offices from the GAA for certain periods, but they no longer provide offices for the organization and there

is no guarantee that there will be space continuously available throughout the year for their usage.

*You used to have a space in the Union- do you know how long you were in the Union?*

- Yackety Yack has always, for the most part, maintained space within the Union, except for a brief hiatus for about a year and a half when they downsized from their larger office space to their current office.

*Worst case scenario, have you looked at using STV space when they're not there using it to take photos?*

- Yackety Yack conducts most of its photography around campus so this space would not be useful to their operation.

*Do you archive books in Wilson Library? Do they have a collection of all your yearbooks? They have historical archives of many university publications, yearbooks, etc.*

- Some yearbooks are stored in Wilson Library and others are stored in the General Alumni Center. Yackety Yack is also in possession of a collection that is kept in their current office to showcase.

Chairman Neil thanked the Yackety Yack representatives for their time and informed them that the Board would then go through a deliberation, after which the organization would receive an email regarding the status of their appeal.

Union Director Crystal contextualized that the hiatus Yackety Yack took was during a period when the Union underwent renovations. The Board noticed their lack of use of space in addition to a period where the organization did not have a leader running the organization to produce growth. Consequently, their longstanding office was reallocated to the Veteran Student Organization which had generated interest across campus. When Yackety Yack moved out of the Union, they relocated to the General Alumni Center, due to an affiliation with the organization, where they operated for at least one year. It is unclear why they were no longer supported space-wise in that location.

The Board was allotted 5-10 minutes to discuss Yackety Yack's appeal, during which Rishi and Chairman Neil abstained from providing input. The Board concluded that while the organization's need for space is well-founded, their time spent in the office and low volume of foot traffic throughout such is minimal compared to those organizations that have been allocated an office space. Additionally, because they have space within the General Alumni Center to conduct senior portraits and access to Wilson Library to store old yearbooks, the Board felt that this was not a particularly compelling argument to warrant an office space. The Board deemed that the extra storage cabinet should suffice to store all their equipment, as the storage unit provides access to collaborative tables where the yearbook can be completed.

Upon deliberation, all 14 voting members of the Carolina Union Board of Directors voted to deny Yackety Yack's appeal for an office space, but did approve to grant them Storage Cabinet #31 in addition to Storage Unit #4.

### **CUAB Future Goals Presentation / Budget Overview**

Incoming CUAB President Viviane Mao presented her future goals for the Carolina Union Activities Board.

In terms of programming, Mao hopes to target a greater variety of groups on campus. She suggested more training, bonding and professional development to help achieve this goal, in addition to a retreat at the beginning of the year for the CUAB Board. About 50,000 people attend CUAB events this past year, which is

the highest it has been, and Mao would like to see this increase to 60,000 attendees. In terms of visibility, Mao would like for CUAB to produce more regular programming and marketing for events to establish the organization as a source of reliable programming to students.

The current student fee allocation for CUAB is \$13 per student, and with approximately 26,000 students, she has conservatively budgeted \$330,000 for CUAB in the 2018-2019 fiscal year. Included in the General Budget are big items that don't generally change from year to year, including:

- Leadershape, a leadership conference that CUAB financially supports 5 students to attend;
- National Association for Campus Activities that brings in acts to campus for programming;
- Office supplies;
- \$2,000 in SAFO fees to pay for any services in lieu of SAFO's phase out;
- \$3,500 for retreat and training of approximately 20 board members;
- \$5,000 for collaboration to work with a greater range of students and organizations on campus;
- \$8,000 for marketing;
- \$5,000 for internal affairs to fund general body meetings, encourage and reward members for attending such, and provide committee members with t-shirts to aid in recognition during events;
- Stipends:
  - \$2,000 CUAB President stipend
  - \$1,000 stipend for each Vice President
  - \$10,000 paid to office assistants;
- Pre-Allocated Events:
  - \$16,000 for Fall Fest
  - \$10,000 for Week of Welcome
  - \$12,000 for Spring LDOC Celebration;
- Committee Budgets- - \$243,000
  - Art - \$7,000
  - Diversity - \$50,000
  - Entertainment – \$90,000
  - Film - \$44,000
  - Fun - \$13,000
  - GPS Programming – TBD
  - Special Events - TBD

### **New Board Chair Introduction**

The current Vice Chair, and incoming Board Chair Jordan, announced that her goals and priorities for the coming year are very student centered, with the hope to incorporate as many student voices as possible in Union decision making processes.

First, Vice Chair Jordan will strive to increase accessibility and visibility of the Board so that the campus is aware of the Board, it's members, and what it's role is within the Union. She hopes to do so by gaining a presence on social media so that students are aware of the date, time, and location of Board meetings that are open for public attendance.

Secondly, Vice Chair Jordan would like to incorporate Board engagement into Union programming so that the Board may be a liaison for putting on programs in conjunction with Student Government and CUAB.

Finally, Vice Chair Jordan wishes to increase student involvement of the Carolina community by providing up to date information regarding renovations within the Union, while also enabling them to contribute to

decisions regarding renovations. She emphasized that the Union is “the building of the students, by the students, and for the students” and wishes to integrate student’s voices into every aspect of what the Union does in the upcoming year.

Vice Chair Jordan expressed her excitement to serve as the Chair to the Carolina Union Board of Directors, and hopes that the Union’s 50<sup>th</sup> year is its best year yet.

### **Union Board Final Report**

Chairman Neil recognized several individuals who have influenced his term as the 2017-2018 Chair of the Carolina Union Board of Directors:

- Kathleen Jusko, Assistant to the Chair of the Carolina Union Board of Directors;
- The Carolina Union Board members;
- Dawn Guthrie, Security Guard for Carolina Union;
- The Crossing Guards stationed on South Road outside of the Union.

In his final report, Chairman Neil first recognized the Board’s flexibility in plans regarding the Union’s Feasibility Study. The Board began the year with the anticipation of running a referendum to construct a new Student Union. However, the Board recognized the University’s need for renovations as well. As a result, Chairman Neil modified his goals to focus on current students in the Carolina Union.

The Healing Space, envisioned by the Board, was incorporated into the Union at the beginning of the year, which has been very heavily used by the Carolina Community.

The Board has also been heavily involved with the Auditorium renovation and helped to select the architectural firm BHDP to complete the project, which is expected to be completed May 2019.

The Board also approved the West Lounge renovation and decided upon fabrics, furniture, and the overall feel of the space. This renovation is expected to be completed prior to the start of the 2018- fall semester.

Renovation of the Carolina Union’s student organization office spaces has resulted in areas that encourage collaboration within and among student organizations. Chairman Neil was proud to announce that, through the Space Allocation Committee’s hard work, every organizational space has been filled and no applications for space had to be denied. This project will be completed before the start of the 2018-2019 academic year.

The Campus Masterplan and Student Experience Workshop allowed Board members to participate in breakout sessions and voice their opinions about what they want to see on campus.

The Board will continue to keep the results of the Feasibility Study in mind as improvements are made to the building, and will continue to push for the construction of a new building.

Chairman Neil commended Yolanda Jefferson and Donnell Sloan, managers of the Student Activities Fund Office, for their dedication to the Union and their continued work through the office’s phase out process. SAFO’s official closing date is June 30<sup>th</sup> at 5:00 pm. However, as Registered Student Organizations move off campus to bank accounts, and University Sponsored Organizations transition to a different system, Jefferson and Sloan will continue to aid students through this transition.

In conclusion, Chairman Neil encouraged future board members to be confident in their decisions, value the student voice above all, and exploit their networks to collaborate across organizations.

In his final thoughts, Chairman Neil thanked Crystal King, Joe Singer, Bobby Kunstman, Union Staff, Board members, Maureen Rodgers, Brian Lackman, Krista Prince, Dean Collins of the Academic Success Center, and Sarah Rowe for the continued support he has received throughout his time at Carolina and during his term as the 2017-2018 Chair of the Carolina Union Board of Directors.

Chairman Neil thanked the Board for a final time and directed their attention to Crystal for a Director's Report.

### **Union Director Report**

Union Director Crystal King clarified that SAFO's last day of operations will be May 31<sup>st</sup> at 5:00 pm. The SAFO staff will continue to operate in the space until then but it will not be accessible, as they only have a month to help transition the organizations that will be moving into Connect Carolina. During this time, they will be available by appointment only.

Regarding the Auditorium process, Director Crystal thanked all those who attended the Auditorium meeting and provided useful feedback to help the project moving forward. On Friday, April 20<sup>th</sup>, Union Staff will meet with the architectural firm to view the firm's proposal. The Auditorium will be closed during the 2018 fall semester for renovations and is expected to reopen before 2019 Spring Orientation begins.

Union Director Crystal expressed the joy she has experienced in serving as Chairman Neil's Advisor to the Carolina Union Board of Directors and Director of the Carolina Union. and praised his leadership, inclusivity, intentionality, and consideration for others. Union Director Crystal presented Chairman Neil with a brick and diploma frame to recognize his contributions to the Carolina Union and the Carolina Community.

Finally, Union Director Crystal thanked Chairman Neil for his dedicated service and wished him luck as he traded seats with the incoming Chair of the Carolina Union Board of Directors, Jordan Bermudez.

### **ADJOURNMENT**

Having no other business, Chairwoman Jordan thanked the Board for their attention and adjourned the April 18, 2018 meeting at 6:40 pm.