



Minutes

TSC Facilities Committee Meeting

- 📅 Wed November 13th, 2019
- 🕒 3:00pm - 4:30pm PST
- 📍 Titan Student Union Board Room

I. **Call to Order**

Raechel Rix, Facilities Committee Chair, called the meeting to order at 3:00 p.m.

II. **Roll Call**

Members Present: Aguilar, Baker, Carlsen, Evans, Kurtz, Rix, Shabak, Sheriff, Solis

Members Absent: Hallett*(E)

Liaisons Present: Fehrn, Sharma, Wiley

Liaisons Absent: Martin, Tapper

*Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting. [According to the by-laws, a member of the board who does not remain until the scheduled ending for the meeting (4:30 p.m.) is considered not to be in attendance.]

**Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business. [According to the by-laws, a member of the board who is not in attendance prior to the announcement of Unfinished Business is considered not to be in attendance.]

EXCUSALS: Hallett reported that she will be leaving early for university business around 3:45 p.m. (Shabak-m/Kurtz-s)

III. **Approval of Agenda**

(Evans-m/Carlsen-s) The agenda was approved as presented by unanimous consent.

IV. **Approval of Minutes**

a. **10/30/2019 Facilities Committee Meeting Minutes**

(Shabak-m/Aguilar-s) The minutes from the 10/30/2019 meeting of the Facilities Committee were approved as presented by unanimous consent.

V. **Public Speakers**

None

VI. Reports

a. Chair (Rix)

Rix reported the ACUI shirts have come in, they look really nice. This Thursday, November 14th, is when the group will be traveling to ACUI. She shared excitement for the trip.

b. Marketing Liaison (Aguilar)

Aguilar shared a sample of the BOT handbill with the Committee. He indicated they will be available for the Board of Trustees use at upcoming events. He is also working with Marketing on the masking/background unit in the Bowling area to come up with updated graphics.

c. Associate Director, Titan Student Union (Fehr)

No report.

VII. Unfinished Business

a. NONE

VIII. New Business

a. Action: TSC Capital Project Requests 2020-2021

FC 002 19/20 (Kurtz-m/Aguilar-s) A motion was made and seconded to approve the proposal to allocate up to \$300,000 for 2020 capital projects and purchases.

Rix invited Fehr to review the proposal and requests. Fehr yielded to Lawrence to provide an overview of the Capital process. Fehr reviewed the proposal, presentation, and request worksheet for the TSC, TSU and SRC. The documents are an attachment to the minutes.

Rix opened the floor to questions and discussion.

Capital Request Items:

- TSU Pavilion Projectors/Screens (4)
- TSU Cell Booster System
- SRC Rental Center - Outdoor Equipment
- SRC Outdoor Workout Area
- SRC Pool Furniture
- TSC Hydration Stations - TSU/SRC
- TSC Skateboard/Scooter Racks - TSU/SRC

Fehr answered questions regarding the capital request items.

Hallett exited at 3:50 p.m.

The Committee discussed the requests and made adjustments. The updated capital requests worksheet is attached to the minutes.

Kurtz thanked management for their work in preparing the proposal. He recommended delaying the Cell Booster system. There are other upgrades planned for WIFI access coming from campus that may address the needs of the TSU. This can lower the total capital request amount and move the total to a more affordable level.

Sharma agreed with Kurtz in regards to postponing this item.

Evans suggested staying in line within the \$300,000 proposal amount. He suggested delaying the Cell Booster. Evans recommended approving the Projector screens. He further shared that the SRC Outdoor Workout area, seems to be a proposal that would get a lot of use and the pool furniture area as well. Does not feel the Skateboard/Scooter racks are critical at this point. Evans also suggested that the SRC Rental area should be combined with the Equipment upgrade as part of budget process.

Kurtz motioned to amend the proposal to remove the Cell Booster System. Shabak seconded. Baker shared information about the booster system. Fehr recommended completing discussion and to make all adjustments to the proposal through one amendment. Kurtz withdrew his amendment. Shabak withdrew his seconded. There were no objections.

Sharma asked about the WIFI upgrades. Fehr provided information.

Evans suggested reviewing each item and making adjustments according to the list. Kurtz agreed and provided background information about other campus programs.

- TSU Pavilion Projectors/Screens (4) - \$113,000 - the consensus was to keep this item on the list.
- TSU Cell Booster System - the Committee agreed to remove this item from the list for 2020.
- SRC Rental Center - Outdoor Equipment - Evans asked if this is something that should be considered now, and if so, should it be upgraded to a larger footprint to accommodate more equipment. Kurtz shared the proposal is to address current program needs and to accommodate the next phase of the program. He suggested keeping the rental area as proposed. The consensus of the Committee was to keep this item on the list.
- SRC Outdoor Workout Area - Kurtz shared the TSC Board has talked about this type of activity in the past and would be a good expansion to the SRC. The consensus of the Committee was to keep this item on the list.
- SRC Pool Furniture - Evans shared the proposal seems to be good for the price. The consensus of the Committee was to keep this item on the list.
- TSC Hydration Stations - TSU/SRC - Shabak asked about the purchase of the larger station versus one of the lower level items to offset costs. Fehr shared they are trying to accommodate ADA requirements and match existing stations with the new technology. Evans shared if staying within the \$300,000, there would only be about \$31,000 left at this point, and the Committee should consider funding only half. Kurtz shared the \$300,000 is a flexible amount that can be adjusted slightly. Hydration stations should be approved in full. Carlsen asked where did the \$300,000 limit come from and if management went over the amount in the past. Kurtz shared McDoniel and Lawrence reviewed reserves and a forecast of where reserves will be going in the future. This number is a recommendation from the Director of Financial Services. Evans shared last year the BOT was allocated around \$750,000. Wiley shared an overview of the capital projects historical process. He indicated that there is flexibility, however, there are rising costs that need to be considered when allocating funds for these projects and purchases. He cautioned the Committee to try to stay within the allocated budget. Kurtz provided clarification regarding Evan's statement regarding the Theater Remodel, stating that the potential remodel is not part of the capital projects consideration. Baker shared support for upgrading all hydration stations. Shared, thoughts that skateboards/scooters would be used by many students, including her, but possibly limit the number of racks. The general consensus of the Committee was to fund the full request for the Hydration Stations.

- TSC Skateboard/Scooter Racks - TSU/SRC - Kurtz suggested funding half for the SRC, which is where it seems to be most needed. Wiley shared the amount of the project is somewhat low and there may be opportunity to cover this item through budget savings. Shabak shared that would like to test the system and install half to determine use.

Rix informed the Committee that the meeting was coming to an end. It was the consensus of the group to extend the time to finalize a vote on the proposed items. Kurtz motioned to extend meeting time to 4:45pm. Evans seconded. There were no objections.

Evans asked for a friendly amendment to change the name for the Rental Center from Rental Center - Outdoor Equipment to Outdoor Rental Center. There were no objections.

Aguilar shared that the Skateboard rack should be installed in the SRC to accommodate the larger boards.

Evans shared the difference between half of the skateboard racks and the full amount could be handled by TSU/SRC budget.

Wiley shared the current list under consideration is more than 20% over the recommended capital allocation. He recommended the Committee consider adjusting further. Additionally, he suggested that the Action Item may need to be addressed during the full Board of Trustees meeting.

Baker suggested the Committee consider calling a special meeting to continue the discussion.

A questions was posed regarding the Skateboard/Scooter capital item. Rix called for a Roll Call vote to add/include the full Skateboard capital item to the adjusted proposal. FC 003 19/20 (Facilities) Kurtz motioned to add the Skateboard/Scooter Racks in total to the adjusted proposal. Shabak seconded. The Committee moved into a roll call vote. The motion was lost with a 4-4-0 roll call vote.

FC 004 19/20 (Facilities) Baker motioned to table motion FC 002 19/20 (Facilities) the proposal to allocate up to \$300,000 for 2020 capital projects and purchases, and the discussion item regarding Food Insecurity and ASI Food Pantry. Kurtz Seconded. Rix called for a roll call vote. FC 002 19/20 (Facilities) The Proposal to Allocate up to \$300,000 for 2020 Capital Projects and Purchases, and the Discussion Item regarding Food Insecurity and the ASI Food Pantry were tabled until a special meeting could be called for the Facilities Committee. The items were tabled with a 7-1-0 roll call vote.

b. Discussion: Food Insecurity/Food Pantry

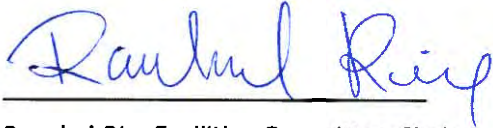
The item was tabled.

IX. Announcements/Member's Privilege

None

X. Adjournment

Raechel Rix, Facilities Committee Chair, adjourned the meeting at 4:44 p.m.



Raechel Rix, Facilities Committee Chair



Susan Collins, Recording Secretary

Roll Call 2019-2020

11/13/2019 TSC Facilities Committee Meeting

Attendance		Present	Absent
Trustees	AGUILAR	1	
	EVANS	1	
	SHABAK	1	
	CARLSEN	1	
	VACANT		
BOT CHAIR	KURTZ	1	
ASI BOARD CHAIR	BAKER	1	
ASI PRESIDENTS REP	HALLETT	1	
RSA REP	SOLIS	1	
Chair	RIX	1	
		Present	Absent
		9	0

Attendance		Present	Absent
TSU AD	Fehrn	1	
Marketing	Martin		1
VC Oper	Sharma	1	
SRC Dir	Tapper		1
AED	Wiley	1	
Recording Se	Collins	1	
		Present	Absent
		4	2

Roll Call Votes		003			004		
		Yes	No	Abstain	YES	No	Abstain
Trustees	AGUILAR		1		1		
	EVANS		1			1	
	SHABAK	1			1		
	CARLSEN		1		1		
	VACANT						
BOT CHAIR	KURTZ	1			1		
ASI BOARD CHAIR	BAKER	1			1		
ASI PRESIDENTS REP	HALLETT						
RSA REP	SOLIS		1		1		
Chair	RIX	1			1		
		YES	No	Abstain	YES	No	Abstain
		4	4	0	7	1	0