

Student Activities Center Board of Governors Meeting Minutes
May 1, 2017
SAC Conference Room 2

Attendees: Lenh Voong, Victoria Sanelli, Rick Wan, Raja Bhattar, Angelica Molina,

Absent: Mika Sugawara, Papu Togafau, Susan Martinez, Stephen Tsay, Saul Garcia, Ioan Istrat

Guests: Beth Glazer, Mary Coleman

Agenda

1. Approval of Agenda
2. Approval of Minutes
3. New Business
 - a. Building Maintenance
4. Updates
 - a. Building Manager
 - b. Tenants
 - c. Vice Chair
 - d. Chair
5. Announcements
 - a. SAC Facilities Improvement Form 2017-18 due May 12th, 5pm

Quorum was not met at this meeting,

Approval of Agenda

Not accomplished.

Approval of Minutes

Not accomplished.

New Business

- Pended until next meeting.
- There was a general discussion of suggestions for building improvements including items that had been approved but not accomplished such as an update of the lobby mural, installation of acoustic panels.
 - Regarding maintenance of conference room equipment, AM noted that some equipment in the rooms occasionally doesn't function. BG requested that anytime this is discovered to please call the Building Manager / Front Desk to report it. While SAC staff prefer to have their service vendor come when there are multiple issues, the vendor can come out anytime something stops functioning.
 - VS noted that several of the restroom stalls do not have hooks. BG will look into getting the missing hooks replaced.
 - RB noted that the Gender Neutral Restroom is down. BG shared that there is a clog in the pipes and that staff are working getting this resolved.
 - Board members expressed interest in having the building's plumbing in general and HVAC updated.
 - RW noted that the elevator is a sound issue for the GSWC. BG shared that Campus Facilities had been out to evaluate for decibel levels to make sure they weren't outside of acceptable levels. BG will look further into this issue.
 - LV inquired as to how many times a year are the carpets cleaned or replaced. VS and BG noted that cleaning and replacement are on a schedule and that carpets are cleaned twice a year however spot cleanings can be done when needed. LV suggested that consideration be given to carpets in general areas and in units being cleaned each quarter. BG will look further into this.
 - LV inquired regarding the lobby furniture, when was it last replaced. BG and RB noted that the furniture is quite old however it had been reupholstered a couple of years ago. BG will look further into this.

- LV reminded that the SAC Facilities Improvement Form 2017-18 is due May 12th, 5pm.
 - RB suggested that members share their tenant requests in case there is overlap.
 - VS noted that the shades in one of the ROTC classrooms do not work and need replacing. They are also considering new furniture.
 - RW noted that the GSRC is still considering replacing their couches. This was approved in a prior budget request. They are also interested in obtaining a projector, and monitor with touch screen functionality. They would like to know what furniture vendors the SAC uses. Per BG and RB; Tangram and CSI Fullmer. RB shared that the LGBT is interested in installation and frames for touch screens. The LGBT and BRC are interested in obtaining patio furniture to create an inviting seating area on the pool deck and outdoor space adjacent to their offices. They are working with DV on this.

Updates

Building Manager - None

Tenants - None

Vice Chair - None

Chair – LV; The next meeting is Monday, week 7, 05/15 in the CPO conference room, 105D. The week 9 meeting 05/29 fall on the Memorial Day Holiday and will need to be reschedule. There was brief discussion of having it on week 8, 05/22, or week 10, 06/05. LV will send out a Doodle to determine best date/time for the meeting.

Announcements – See above.

The meeting was adjourned by LV at 1:24pm.