

Student Activities Center Board of Governors Meeting Minutes
June 3, 2013
CPO Conference Room, SAC 105D

Present: Rohit Maharaj, Michelle Santizo, Valerie Shepard, Natalie Sanaee, Donna Tenerelli
Brenda Gutierrez, Paolo Velasco, Molly Katz, Stacey Meeker, Kenneth Ramos

Absent: Vanessa Thulsiraj

Guests: Mick Deluca, Rudy Figueroa, Dion Veloz, Toyin Ogunleye, Mary Coleman, Raja Bhattar

Agenda

1. Approval of Agenda
2. Approval of Minutes
3. Updates
 - o Subcommittees
 - o Building Manager
 - o Tenants
 - o Vice Chair
 - o Chair
4. Fiscal Year 2013-14 Budget

Approval of Agenda

RM provided each member with a copy of the meeting agenda and reviewed his goals for the meeting. Time was provided for comment. Motion was made to approve the agenda with no modifications by MS and the motion was second by DT. The agenda was approved by consensus.

Approval of Minutes

Each member was provided with a copy of the minutes of the 05-20-13 meetings and provided time to review and comment on the minutes. Motion was made to approve the agenda with no modifications by MS and the motion was second by DT. The agenda was approved by consensus.

Updates

- o **Subcommittees**
 - Quality of Life*
Still no response to questionnaire.

No other committee updates

- o **Building Manager**
 - o DV will send out summer quarter space request confirmations.
 - o The SAC is heavily booked with summer camps during the day but available in the evening.
 - o The reported HVAC issues are resolved. The thermostat was replaced.
- o **Tenants**
No tenant updates.

Fiscal Year 2013-14 Budget

- o DV provided a copy of the preliminary budget to each member and reviewed the budget with the members. He noted that the tenant requests are included under "Tenant Improvements". DV suggested having a placeholder for IT building upgrades.
- o It was noted that the UCOP purchase tax should be included in the budget.

- It was reminded that last year the Board did approve \$10,000 for the GSRC improvements.
- “Pool Deck Resurfacing”, “Ice Machine” and “Conference Room Partitions” are all carry over items.
- Regarding “Office Enhancements” which contains the tenant requests, DV noted that requests for chairs were a large portion of the requests. He recommends a global approach to chair purchases and getting the best value for the money. He reviewed the chairs requested by tenants and noted that any cost savings on these purchases would be applied elsewhere. DV provided examples of cost effective, (less than \$400.00 per unit), nice looking and durable chairs. He offered that a global style would provide flexibility of use throughout the SAC. RM/DV advised that they are looking for a one time chair purchase. Chair requests will not be approved next year.
- The CPO request includes an expensive, (925.44 per unit), executive style chair for their conference room.
- How to regulate the chairs so that they don’t go missing.
 - A new purchase chair will really stand out at someone’s cubicle. They are not office chairs.
 - Units are responsible for monitoring their chairs, like anything else in their unit.
- There was an extensive discussion regarding chairs which largely focused on the CPO request for expensive, executive style chairs. There was significant objection to the CPO chair request by non-CPO Board members. DV presented other use appropriate and less expensive chair options and advised that saving money on chair purchases would enable other projects to get done, (i.e. acoustic panels, painting, etc.).
- There was concern that the budget might not get approved due to being at loggerheads over chairs.
 - Suggestion was made to approve the purchase of chairs up to a specific dollar amount per unit in order to keep the budget discussion moving forward. The style of chair could be decided later.
 - VT motioned to approve the proposed budget with the modification that the “Professional” style chair at \$365.00 per unit would be purchased instead of the “Executive” style chair.
 - Despite a motion being on the table, discussion continued regarding the CPO request for the Executive style chairs.
 - KR made a separate motion to approve the budget as is which would include the CPO purchase as requested. BG seconds the motion.
 - However, NS inquired if it was possible to stipulate purchase of the “Professional” style chair at a max of \$500 per unit.
 - There was now a motion with a second on the table and a request to include this stipulation.
 - VT reaffirmed her motion with the stipulation of a max of \$500 per chair.
 - KR accepted the motion with the stipulation.
 - Vote could proceed on the budget. The budget was approved, 11 in favor, 0 abstain and 0 against.

The meeting was adjourned by RM.