

**HUMBOLDT STATE UNIVERSITY CENTER
BOARD OF DIRECTORS**

Meeting on Thursday, February 13, 2020
University Center Banquet Room
Humboldt State University, Arcata, California
5:20 PM

Directors Present: Liz Cano Sanchez, Chant'e Catt, Sean Donohue, Amanda Hubacek, Jourden Lamar, Steve Martin, Armeda Reitzel, Mark Rizzardi, Breannah Rueda, Lynne Sandstrom, Eboni Turnbow

Directors Absent: Jeremiah Finley, Gregg Foster, Dana Lopez

Also Present: Katie Burnham (recording secretary), Doug Dawes, Roy Furshpan, Bridget Hand, Dave Nakamura, and Wendy Sotomayor

MINUTES

SUBJECT: Approval of Agenda – **Action Item**

MOTION: It was moved (Reitzel) and seconded (Catt) to approve the agenda.

ACTION: The motion was approved.

SUBJECT: Approval of the December 12, 2019 Board of Directors Meeting Minutes – **Action Item**

MOTION: It was moved (Reitzel) and seconded (Donohue) to approve the December 12, 2019 Meeting Minutes.

ACTION: The motion was approved.

SUBJECT: Seating of New Board Member: Dana Lopez, RHA VP of Finance, Ex-Officio – **Action Item**

MOTION: It was moved (Reitzel) and seconded (Rueda) to seat Dana Lopez, RHA VP of Finance, as an Ex-Officio Board of Directors Member.

ACTION: The motion was approved.

SUBJECT: Public Comment

Nakamura introduced Melanie Bettenhausen, University Center's new Associate Director of Dining Services.

SUBJECT: Official Reports

Chair's Report

SUBJECT: Call for Names of Board Members Not Returning in 2020-21

Donohue and Catt are both graduating at the end of the spring semester and Finley's one-year term will be up for reelection. The Alumni seat (occupied by Hubacek) and two faculty seats (occupied by Reitzel and Rizzardi) will all be up for reappointment/new appointments.

SUBJECT: Student Election Committee

This is a Committee of the Board to oversee and coordinate the student election, which is concurrent with AS elections in the spring. There are two 1-year seats, one 2-year seat—all up for reelection this year. UC will have application packets available soon.

SUBJECT: Executive Director's Report

Retreat Update: all the notes were converted into a document by the facilitator. The next steps are to divide up items and to schedule Business Enterprise and Programs and Facilities Advisory Committee meetings to address individual goals and organizational priorities. Feedback in regards to the retreat and upcoming committee meetings is welcomed and encouraged.

Organizational Priorities and Goals and Mid-Year Review: this update will be combined with the budget update, Item VIII-A, as many of those items are analogous.

First Floor of Jolly Giant Commons and Giant's Cupboard Expansion Update: Nakamura displayed updated renderings and floor plan for the J Rec Room project. Notably, the food service area will accommodate many different seating arrangements with electrical plugs for charging electronics to create more inviting and comfortable atmosphere. University Center will be responsible for the new kitchen add-on for the Giants Cupboard, which will serve hot and cold prepared items including personal pizzas.

Discussion ensued about the remodel and how the space is and will be utilized in the future, especially by Housing and RHA. Board member Cano Sanchez inquired whether student employee hours had been discussed. Nakamura responded that hours of operation is a work in progress and he hopes to be able to meet the needs of students to provide food service.

Other Reports: As an update to the Capital Improvements Plan, the Quad and UC Building elevators are both still deferred maintenance priorities. The Quad elevator is on schedule for a rebuild this summer.

SUBJECT: Finance Committee Report – **Action Item**

Finance Committee Chair Sandstrom recapped the committee meeting, which met on February 5th. Revenue has been impacted by reduced student enrollment. At present, the VEBA Trust is overfunded and there is an unpaid liability for CalPERS UAL. It is recommended that the money from VEBA would be used to fund the amount for retirees this fiscal year and next. The Payment for CalPERS would be using the more aggressive 15 year schedule. This will be reevaluated in one year's time.

MOTION: It was moved (Donohue) and seconded (Catt) to approve the Finance Committee Report.

ACTION: The motion was approved.

SUBJECT: New Business

SUBJECT: Review and approve University Center’s financial statements for the six-months ended December 31st 2019 – **Action Item**

Wendy Sotomayor, Director of Financial and Administrative Services, provided the Board with a summary of the Mid-Year Financial Statements. Notably, current assets are high, due to deferred revenue (i.e., future Center Arts shows, etc.) and individual departments have seen a decrease in revenue. Losses are due to unexpected incurred expenses (food spoilage, free food, and payroll) during PSPS events and decreased student enrollment. UC reserves have remained static, while the \$1 increase in minimum wage brings payroll expenditures up by 8%.

Board member Catt inquired about the PSPS insurance claim filed. Nakamura replied that he had not heard a final decision.

MOTION: It was moved (Reitzel) and seconded (Donohue) to approve the University Center’s financial statements for the six-months ended December 31st 2019.

ACTION: The motion was approved.

SUBJECT: VEBA Withdraw and Proposal to Fund CalPERS UAL – **Action Item**

Both items are related to the organization’s obligation to retirees (past, present, and future). For post-retirement health, UC is comparable to the State with regards to salary and benefits. Actuarial valuation is based on the cost of benefits, number employees, and expected number of employees to retire from UC. The total estimated cost to UC for its UAL obligations will be \$4.8 million. UC put in \$3.4 million a few years ago and now it’s valued at \$4.8 million. This means that the actuarial evaluation for health benefits is over 100% funded.

UC is proposing to use funds from VEBA to fund retirees’ health benefits for this and next year (approximately \$215,000 annually), instead of utilizing funds from the operating budget.

UC has an obligation to fund the retirement pension program, which is through CalPERS. A few years ago, UC added an additional over \$2 million payment to fully fund CalPERS obligations. UC was essentially caught-up with funding for a time, which is now no longer the case. This will be evaluated again next year. Management recommends a more aggressive payment plan over 15 years to save about \$800,000 over time.

The Finance Committee recommended to the Board to approve both suggestions: VEBA Withdraw and Proposal to Fund CalPERS UAL.

MOTION: It was moved (Donohue) and seconded (Catt) to approve VEBA Withdraw and Proposal to Fund CalPERS UAL.

ACTION: The motion was approved.

SUBJECT: General Board Comments

Donohue commented that he had shopped at College Creek Marketplace several times since the beginning of the semester and no one has said anything about his backpack. He believes the new policy is working well for students shopping there.

SUBJECT: Announcements

Bridget Hand, Center Activities Manager, announced that she had a Facebook Birthday Fundraiser for Outdoor Access Scholarships and raised \$430 to date. Outdoor Access Scholarships are for students that need money for backpacking trips through Center Activities.

Board Member Rizzardi noted the clock in the clock tower seems to be a minute slow.

Roy Furshpan, Center Arts Director, announced the Depot Coffee House will be hosting an open mic night starting at 7:30 PM.

The meeting was adjourned at 6:42 PM.

*Meeting Agendas and Board Approved Minutes are available at:
<https://uc.humboldt.edu/governance/agendas-minutes>.*

To obtain copies of materials, contact the University Center Administrative Office at (707) 826-4878 or email kmb273@humboldt.edu.

Submitted By:



Katharine M. Burnham

Approved By:



Jourden Lamar