

**STUDENT UNION BOARD OF DIRECTORS
FINANCE COMMITTEE**

**Meeting Minutes
March 11, 2025
1:30 PM - 2:30 PM**

In-person: Student Union Building, Conference Room 6

Voting Members Present: Mari Fuentes-Martin, Ed.D., Maureen Pasag (BOD Designee), Aditya Vishwakarma
Voting Members Absent: Jayeesh Tarachandani
Updated Attendance: Jayeesh Tarachandani was updated to present at 1:34 p.m.
Aditya Vishwakarma left the meeting at 2:31 p.m.
Non-Voting Member Present: Jon Tucker, David Alves
Guests: John Lawrence, Erick Campos, Gabriel Eckenroth

I. CALL TO ORDER

Director Vishwakarma called the meeting to order at 1:31 p.m.

II. ROLL CALL

A verbal roll call was completed. Quorum met.

III. APPROVAL OF MARCH 11, 2025 MEETING AGENDA

Director Vishwakarma asked for any changes to the agenda.

Director Vishwakarma asked for a motion.

Director Fuentes-Martin motioned to approve the agenda; Director Pasag seconded the motion.

Vote on the Motion: 3-0-0 Motion Passed

IV. APPROVAL OF FEBRUARY 11, 2025 MEETING MINUTES

Director Vishwakarma asked for any changes to the minutes

Director Vishwakarma asked for a motion.

Director Fuentes-Martin motioned to approve the minutes as presented; Director Vishwakarma seconded the motion.

Vote on the Motion: 3-0-0 Motion Passed

V. DISCUSSION ITEMS

A. Fiscal Year 25-26 Budget Assumptions and Request - First Read

Mr. Tucker introduced Mr. Alves to discuss this item. Mr. Alves outlined the budget launch timeline and acknowledged the contributions of John Lawrence, Aaron Burgess, directors, and managers.

Key points discussed included:

Revenue:

- A proposed increase of \$2.3 million (approximately 17%) in the Student Union fee funding budget request, with about 75% attributed to compensation expense and the remainder to operating expenses (discussed later). Notable revenue increases are expected from the Event Center due to the increase of high school graduations from two to four graduations and also due to equipment rental to campus partners. The Student Union purchased tables, chairs and umbrellas in

FY 24-25 to be rented out to internal campus partners beginning April, 2025. The bowling center is also budgeted for higher revenue in FY 25-26 due to its forecasted performance in FY 24-25.

Expenses:

- Compensation: An increase in budgeted full-time equivalents (FTE) from 59 to 67, and 380 student employees to 410 student employees. The increase to FTE is primarily due to the reinstatement of the IT and maintenance departments that were previously planned to transition to campus support but did not. The increase of student employees is primarily to support the esports lounge and Event Center operations as well as provide for wage increases. The budget includes a 5% general salary increase and 3% step increase for FTE and accounts for full-year budgeting for mid-year hires.
- Supplies: Increases are seen in supplies for SRAC, AV, and the Event Center. Most of the increase relates to SRAC replacements including outdoor adventure equipment and rental equipment for students determined to be near the end of useful lives. AV uses Gaffer's tape which has doubled in price. Event Center office and cleaning products have been budgeted this year due to occupancy by A/V and Operations employees.
- I/T Cost Allocation: A 5% cost increase has been budgeted based on prior year experience.
- Communications: Purchase of new radios for the Event Center and replacement of radios in the Student Union building that aren't working and can't be repaired.
- Travel: Conference travel increases have been budgeted due to increased staffing in the AV and HR departments as well as general cost increases.
- Insurance: Insurance rates continue to increase. The budget was based on CSURMA estimated policy costs for fiscal year 2026.
- Repairs and Maintenance: Budget is relatively flat to FY24-25 with minor anticipated cost increases.
- Events & Programs: A significant increase is proposed for events and programs to enhance Student Union events and cover costs associated with increased Event Center activity and SRAC events.
- Small Equipment: A substantial increase is driven by the anticipated esports lounge, including the purchase of computer equipment and furnishings, as well as replacement furniture for the student union and bowling center.
- Outside Services: The increase is attributed to a new custodial services contractor with higher prices and the inclusion of services for the Event Center.

- **Staff Development:** A large increase is proposed, primarily for student awards for esports competitive participants. Gabe Eckenroth, Esports Coordinator, discussed the current structure of compensating esports players and the plan to move to stipends. Concerns were raised about the financial implications of providing stipends to esports players who may also win scholarship awards, and the need for written agreements and legal advice on this matter was emphasized. Sponsorship opportunities for esports were also mentioned.

At 2:33 p.m., Director Tarachandani asked for a motion to extend the meeting by 10 minutes.

Director Fuentes-Martin motioned to extend the meeting by 10 minutes; Director Pasag seconded the motion.

Vote on the Motion:

3-0-0

Motion Passed

Capital Outlay Plan for FY 25-26 and Beyond

Plans for the Student Union include A/V technological upgrades to the Student Union meeting rooms, ballroom, and theatre. Important to note is that meeting room upgrades were budgeted in FY 24-25; however, the project may not be completed by the end of FY25, meaning that funding for this phase of the project is expected to occur in FY 25-26.

Event Center upgrades include Arena Audio & Fiber, Video Production Project, and metal detector replacements. Erick Campos discussed the current status of the Student Union building meeting room A/V upgrade, and that he had received updated bids from three different vendors and that the project was expected to be completed by the summer, 2025 (across fiscal years). A discussion by Director Fuentes-Martin followed regarding the existence of funding to pay for Event Center projects which is held by FD&O. Director Fuentes-Martin discussed the urgency of the A/V project throughout the Student Union with emphasis on the Ballroom due to its heavy usage by large external groups.

SRAC project proposals include planning and development of the anticipated Esports lounge. Gabriel Eckenroth spoke about his planning efforts with FD&O during October, 2024. Next steps appeared unclear and the necessity of following up with FDO. Mr. Tucker discussed the need for an architectural and structural review prior to engaging in any further development or construction.

Mr. Fetzer discussed the turnstile project. One of the entry points is not functional and the manufacturer no longer supports our model. He also indicated that SRAC's turnstile model was discontinued shortly after the facility opened in 2019. The project budget is to upgrade with currently supported equipment to improve security, control, and efficiency of patron entry and registration. Mr. Alves then discussed the ancillary need due to the fact that the front desk is not ADA compliant.

Mr. Fetzer also discussed the project budget for adding workout equipment to complement and add to the variety of cardio and strength training equipment to enhance user experience. In addition, basketball shot clocks were proposed since they were not installed with the original SRAC construction and are very useful for competitions. The existing competition pool vacuum has been repaired several times and is at the end of its estimated useful life.

VI. MEETING ADJOURNMENT

Director Tarachandani asked for a motion to adjourn the meeting.

Director Fuentes-Martin motioned to adjourn the meetings; Director Pasag seconded the motion.

Vote on the Motion:

3-0-0

Motion Passed.

Meeting adjourned at 2:45 p.m.