

SUFAC
Meeting Minutes from November 16, 2017

- I. **Call to Order**
 - A. SUFAC chair Mark Fischer called the meeting to order at 5:17
- II. **Roll Call**
 - A. Members present: Mark Fischer, Megan Walters, Derrick Prenot, John Landrum, Alex Zeller, Lea Truttman, Dennis DeBeck, Courtney Zambon (tardy), Nathan Zacher, Jaclyn Delagrange, Brianna Messner, Paulina Godlewska, Eric Bohl, Dylan Janssen
- III. **Recognition of Guests**
 - A. Tristin St. Mary - Hip Hop Team
 - B. Jeff Krueger - Kress Events Center
 - C. Paul Pinkston - Kress Events Center (Facilities)
 - D. Amy Henniges - Counseling and Health
 - E. Paul Karpenko - Strate Outta Compost
- IV. **Approval of Agenda**
 - A. Mark entertained a motion to move “new applicant” before the Health and Counseling Auxiliary budget. Jaclyn motioned, Dennis seconded. Voice vote: motion passes
 - B. Brianna entertained a motion to move the contingency requests to before the auxiliary budgets. Alex motioned, Dennis seconded. Voice vote: motion passes
 - C. Mark entertained a motion to approve the agenda for this week’s meeting. Brianna motioned, Dennis seconded. Voice vote: motion passes
- V. **Approval of minutes**
 - A. Mark entertained a motion to approve the minutes from last week’s meeting. Alex motioned, Dennis seconded. Voice vote: motion passes.
- VI. **Reports**
 - A. OFO: Committed funds amount to \$29,159.05. Org startup is \$889.30
 - B. Liaison: GB Nites tomorrow night; the theme is “the 90s.” “*Legally Blonde*” will be put on this weekend in the Weidner Center. Women’s basketball plays this weekend at the Kress Events Center.
 - C. Senate: no report
 - D. SGA: no report
 - E. SUFAC Vice Chair: We got a lot of budgets in; most came in on Sunday
 - F. SUFAC Chair: We have denied two late budgets so far.
- VII. **New Business**
 - A. New applicant

1. Joel Sinclair - Joel was a marine for 4 years and is interested in finance and accounting. The SUFAC members think that he would make a fine addition.

a) Mark entertained a motion to approve Joel as a new member of SUFAC. Brianna motioned, Dennis Seconded. Roll call vote: 9-0-1 motion passes

B. State Outta Compost Request

1. State Outta Compost is a relatively new club and are requesting \$400 to bring an architect who specializes in garden/sustainable communities to campus. The architect would speak twice over two days (once per day). The total cost breaks down into \$100 for travel, \$200 for a hotel, and around \$340 for speaking (speaking price is negotiable). \$250 of the total cost would come from environmental management institute.

Questions/Comments

- Alex: is this event mandatory for students? It serves as extra credit, however a whole class will attend on the second day as part of class. This event is open to everyone in the community. The \$400 is for contractual
- Mark: are you requesting immediate action? Yes
- Megan: why didn't you come sooner with the request? Timing and availability of the speaker opens up after Thanksgiving. The request was submitted after the last meeting.

C. Hip Hop Request

1. The Hip Hop Team would like to add a competition to their schedule and are requesting \$250 to pay for registration and travel for this one-day competition. They didn't submit the request earlier because they are a new-ish club and were not sure how much time they would have before competition. In addition to this, they have another competition in December and a showcase in January. Adding this competition will help the team get more experience against college level teams as some of their competitions include high school teams.

Questions/Comments

- Lea: are you requesting immediate action? Yes, we need to register by December 21st, otherwise there is a \$100 late fee

- Dennis: \$200.07 is not $\frac{1}{3}$ of \$603.20. It should be \$201.07 (the club is contributing $\frac{1}{3}$ of the costs)
- Megan: will there be just college teams at this competition? yes

D. Counseling and Health Auxiliary Budget

The Health and Counseling budget was presented by Amy Henniges. An annual report shows that, in general, visitations to the Counseling and Health center increased drastically (which is a national trend, not just specific to Green Bay) and because of this they want to offer as much help and as much service as they can. Counseling and Health is requesting a 12% increase on their budget from last year which comes to about \$78,000. This is to compensate for the loss of a full-time position; senior counselor Greg Smith is retiring. To fill the gap, 2 new counselors will be hired at .75 FTE at a \$41,455 salary each plus fringes (the fringes include full benefits from health insurance). The operating S&E stays level in the request and is funded mainly by seg fees (84%) which covers medicine, supplies, etc. For the future, they plan to keep medication and supplies inventory low which helps decrease the cost and expensive medications will only be ordered as needed. They receive some funding from sales, but not a whole lot because they try to sell cheap. They also get a small source of income from any missed counseling appointments; currently they charge \$10, but this price may increase. Finally, they are currently in the process of spending down their fund balance on equipment, maintaining contracts, and for emergencies and plan on reaching 12% by 2021-2022.

Questions/Comments

- Dennis: The fringe numbers on the slides do not match the budget. Go with \$311,861 - why is there a jump? Because we are essentially adding 2 half time employees with full time benefits.
- Jaclyn: how much do you charge for missed appointments? \$10, however that is not a big sting for students, so we might raise it.
- Paulina: do many students miss? We have data but not with me. Will send the information to SUFAC.
- Nate: are suicide concerns increasing? Yes, they are. We take every sign/instance seriously with our policy for intended suicide and safety plan
- Eric: how much does fringe add to salary? \$23,000 factor

E. Facilities Auxiliary Budget

Paul Pinkston presented the Facilities budget. Facilities deal with the maintenance inside and out of the Kress Events Center. The budget requests

\$367,071 for next year which includes a 3% increase from the previous year. This also includes the 3% Pay Plan increase and a 3% increase in fringe benefits as well. All of this will allow them to keep about \$50,000 on hand in case any mechanical or equipment failures should happen. This fund will decrease as they plan to request a 3.5% increase in funding for the next 5 years. Their staff includes 1 custodial supervisor, 3 custodians, 1 groundskeeper, and 1 facilities maintenance specialist. The budget requested allows for a wage increase for the custodians bringing their wage up to \$13.00/hour. An additional note: this wage is well below other schools in the UW system. As a result, the positions have a high turnover rate and seeking a plan to best accommodate for the vacancies is a challenge but we're working on it. The S&E budget will remain the same at \$41,000 which includes custodial (\$20,000), grounds (\$6,000), Heating and ventilation (\$7,500), and maintenance (\$7,000) and they are always looking to save money (more "green" options). Some future projects/repairs include light fixtures and ballasts. We're attempting to switch to more energy efficient lighting such as fluorescent or LED lighting, but a model has not been found that meets the criteria.

Update on soccer stadium construction: turf is being put in next week, bleachers might go in tomorrow. We're putting off new construction after thanksgiving and starting again in the spring. We will be working on the press box over the winter. For the project, SUFAC is paying \$112,000/yr from 15-16 through 21-22. So, \$225,000 of seg fees were already collected from 15-16 and 16-17. The rest of the construction will be paid this year, even though the money has not been collected yet, so that account will look like a negative number for the next few years.

Questions/Comments

- Eric: with the cash reserve, is equipment well kept? It's mostly preventative maintenance. We have 2 air handlers that serve the arena and have been patched 3 times since 2012.
- Brianna: will we be able to use the soccer stadium in the spring? No, the earliest we will be able to use it is July, depends on snowmelt. We do not own it until it is complete.

F. Intramurals Auxiliary Budget

Jeff Krueger presented the intramurals budget. While celebrating the tenth anniversary of the Kress, the use of the Kress has been high the past years and is speculated to continue raising in the following years. The mission of the Kress Event Center to create a place where we can recreate, compete, spectate, and work. The Kress gains revenue from many sources, the main one being seg fees

at 77% with memberships coming next at 10% (speculated % for 18-19). Funds for the Kress Events Center fall into two categories, fund 128 (auxiliary revenues) and fund 102. Fund 102 gains revenue from all of the facility rentals and memberships while all other forms of revenue are deposited into fund 128. The budget presented for 18-19 incorporates a raise in staffing budget to account for the 3% Pay Plan raise. It also includes an increase in student salaries as part of the transition of the Kress from Athletics to Student Affairs. The student's payroll makes up the largest amount of the Kress budget at 37% of the total \$814,445. The Kress is requesting \$595,389 in seg fees which matches the current year's request. Their fund balance continues to grow and plan on spending it down by running negative operating margins in the following years with future requests starting at an increase of 3% and moving upwards to 5% in year 5. Under capital we see a \$75,000 request, this is budgeted for the replacement of the turf in the turf gym. They also plan on spending down their fund balance progressively over the next few years and even plan on dipping below 10%.

Questions/Comments

- Dennis: could \$50,000 from the turf gym go to another capital? No, because we have a small professional staff, capital projects take a lot of time and we have no other specific project yet.
- Paulina: could we expand vending in any way? Vending has never been huge and is not in the dining service, but it is possible to have some things from Chartwells.
- Brianna: will the old soccer stadium be maintained? Not really, intramurals will move to a different field with lights and it will take much less of a beating without D1 athletes playing on it and without intramurals.
- Eric: there's a \$742,000 balance in transfers, where did it come from? It comes from a debt service as a component of seg fees. Next year it will be the biggest it has ever been.

G. Vote on contingencies

1. Hip Hop
 - a) Mark entertained a motion to approve the Hip Hop Team's contingency request for \$402.13. Brianna motioned, Dennis seconded. Roll call vote: 11-0-0 motion passes
2. Strate Outta Compost
 - a) The money is going towards a contract, not for the students. Not for class credit, only extra credit.

- b) Mark entertained a motion to approve Strate Outta Compost's contingency request for \$400. Brianna Motioned, Dennis seconded. Roll Call vote: 11-0-0 motion passes

H. Budget discussions

1. Counseling and Health

Many thought that the presentation was straight forward. Some think that the fee for missing an appointment should be raised to \$20 or more, or have some sort of penalty system because \$10 clearly is not changing anything. Eric asked what the hours are for the Counseling and Health Center. The hours include 8 am to 4:30 pm and adding 2 more staff should create more free time or time for more appointments.

2. Kress (facilities)

Many thought that the request was justified and plainly stated. They should also consider environmental solutions like LED lights, although pricey, it would be worth it in the long run. If the cash reserve cannot cover failures, then it would be highly critical.

3. Intramurals

They should create a plan for the extra \$50,000 because for now it's not going towards any capital. They should consider spending at least some of it although projects across the state are just not happening (not properly funded). Other than that, they do a great job with equipment turnover. Vending could possibly increase with more variety (braces, gym supplies, sporting equipment, etc.). How do they rent the facility? Do they look for people or do people come to them? Most people come to them, otherwise we use the facility most of the time.

VIII. Announcements

- A. Send schedules
- B. Get together December 8? - student governments
- C. Concerns for Athletics: we have a new Athletic Director, but finance is vacant, concerns for budget completeness. In depth information probably will not be provided, although the budget for 18-19 was already approved. Anticipate no changes.

IX. Adjournment

- A. Mark entertained a motion to adjourn the meeting. Dylan motioned, Paulina seconded. Voice vote: motion passed. Meeting adjourned at 7:27pm