

## **Union Council Meeting Minutes**

**February 1, 2016**

### Present:

Juli Aulik, Alumni Rep

Jack Comeau, President

George Cutlip, Alumni Rep (WAA)

Susan Dibbell, Treasurer

Jessica Franco- Morales, ASM Representative

Mark Guthier, Secretary

Erin Harper, ASM Representative

Madison Laning, ASM Chair

Heidi Lang, Ex-Officio

William Lipske, Academic Staff

Jane Oberdorf, Acting Treasurer (non-voting)

Tyler O'Connell, VP- Development

Philip Ostrov, VP-Internal Relations

Khea Yashadhana, VP-External Relations

Lori Berquam, Ex-Officio

Peter Lipton, Faculty Representative

Brett Ducharme, ASM Representative

### Absent:

Mohan Mandali, WUD Representative

### Guests:

Abigail Greenberg, Kirbi Rogers, Anna Tolle, and members of the Riding Club

### **(5:45) Call to Order**

Jack Comeau called the meeting to order at 5:45 pm.

### **(5:45) Approval of Minutes**

Jack Comeau **made a motion** to approve the minutes from the last Union Council meeting on January 25, 2016.

Minutes corrections included:

- Madison Laning: The minutes need to include a registered vote because it ended with an amendment and there was not a final vote.
- Brett Ducharme: Tyler's comment was \$250,000 not \$2,500.
- Juli Aulik: It would be beneficial to include page numbers. Need to change "3,000-8,000" per student to "3,000-3800" Also, Anna Tolle's presentation needs to be part of the official record.

Brett Ducharme **moves to approve** the minutes as amended. Philp Seconds. All in favor. No abstentions. Amended minutes are **approved**.

### **(5:45) Officer Selection Process**

Jack Comeau states that the next meeting will be composed of the officer interviews for a new president and two vice presidents. Tyler O'Connell's current position as VP- Development will be eliminated.

Khea Yashadhana, VP External Relations, explains the Officer Selection Process and Nominating Committee:

- Jack Comeau has appointed Madison Laning as the student representative for the Nominating Committee as well as George Cutlip as the Union Council Representative.
- Process for Officer Selection:
  - This year, we are only selecting the president and vice president for internal and external relations.
  - Applications for all officer positions are due February 11. The applicants will be contacted for their first round interviews following this date.
  - On the day of the interview (first round), the nominating committee will meet 45 minutes beforehand for a training session to review the selection criteria. This meeting may be held on a separate date depending on what the nominating committee decides. Khea Yashadhana will alert everyone on the final date of this training.

- The questions for first round and Union Council will be posted in a box folder. Please keep questions confidential.
- 30 min first round interviews will take place the week of February 15<sup>th</sup>.
- Study abroad applicants will send video submissions answering a prompt.
- Following first round interviews, the Nominating Committee will deliberate on who will be invited to attend the Union Council meeting on February 23<sup>rd</sup>.
- Format of the Union Council meeting on February 23<sup>rd</sup> will be as follows:
  - Begin at 5:30.
  - Between 5:30-5:45: time to prepare and get oriented on who each candidate is.
  - Then, each candidate will come in one by one with prepared 2 min presentation in response to a prompt, followed by questions from Union Council. This will take roughly 20 minutes per person.
  - Following interviews, Council will break and the nominating committee will come together to reassess to see if anything has changed in response to the second round interviews. Then, the Nominating Committee will present to Union Council on which candidate they recommend based on first and second round interviews.

**Officer Selection Criteria: (outlined in Policy PL 3-9) –see attached.**

Ms. Yashadhana states that the expectation is to grow into the position. These positions are meant for learning and growing.

Brett Ducharme: Are the positions waited by category? Is there a scale of 1 to 5 where we would take the summation? In summary, how are the positions decided upon?

Heidi Lang: There is a rubric associated with a note sheet that each Union Council member uses. The rubric identifies criteria but is not on a scale and there is not a numeric scale involved in the process.

Peter Lipton: Brings his concerns that people who are voting are influenced by second hand information received about the candidate. Mr. Lipton does not want members to vote based on reputation. Peter Lipton touches on his experience as a former Council representative and was disturbed by the process where members were swayed by reputation.

Khea Yashadhana **makes a motion** to approve the officer selection process to include Jack Comeau, Susan Dibbell, Heidi Lang, as well as Jack Comeau's appointees Madison Laning and

George Cutlip. Tyler O'Connell seconds. All in favor. None opposed. Madison Laning abstained.  
**Motion passed.**

**(6:00)HEC Liquidation Committee Charge**

Jack Comeau presents the HEC Liquidation Committee:

**Membership of Committee:**

- Tyler O'Connell, Union Officer
- Hooper Council Member, appointed by the Hooper Council President
- Jane Oberdorf, Assistant Director-Administration
- Joe Webb, Hooper Advisor
- 2 student members of the Riding Club (together they represent the exec board and team), appointed by Hooper Council President
- 2 MUBA Members
- Susan Dibbell, Deputy Director and Committee Chair

**Timeline:**

- Final recommendations delivered to Union President by April 11, 2016
- Recommendations will be presented to Union Council on April 18, 2016 (last meeting before transition banquet)

Jack Comeau states that the Committee will have to bring in expert advice from industry specific knowledge.

Will Lipske states his concerns that the committee has a non-student majority on committee.

Susan Dibbell: MUBA is comfortable with 1 representative.

Will Lipske **makes a motion** for proposal of new committee for discussion. Brett Ducharme seconds.

Will Lipske **makes a motion** to amend the membership to note Susan Dibbell as ex-officio to liquidation committee and to have 1 representative of MUBA (instead of 2) to create student majority. Brett Ducharme seconds.

All in favor. None opposed. No abstentions. Amendment of new liquidation committee **passes.**

- Madison Laning: What is MUBA's relationship with Union?

- Juli Aulik: MUBA owns the real estate. MUBA decides what to do with property and what revisions look like moving forward including termination of the lease. MUBA's main interest is to understand what is going on.
- Madison Laning: Who is on MUBA?
- Juli Aulik states that if she could rename MUBA it would be renamed to Friends of Wisconsin Union. Essentially, MUBA is made up of people who care about the mission of the Union and want to support it. There are two groups: Associate Trustee and Trustees. They are organized to support the Union and that is the reason why they purchased the land for the Riding Club. MUBA recently re-negotiated the mortgage in a way to reduce payments to club and make it more affordable. MUBA's role is to participate in the most feasible and affordable situation.

Further discussion on the motion...

Peter Lipton: In terms of intent, what is the position of stable? And what is the maintenance of the stable? Where do these terms lie in terms of priority? Can the property be disposed of? Is it a possibility? What would be the responsibility of the committee in terms of maintaining the riding club?

Jack Comeau: We, as the committee, cannot compel the Riding Club to exist. It is the decision of Hooper Council once liquidation process is complete. We would like to assist in providing options for how the club might proceed in the near term or long term if Hooper Council is willing to support the efforts to continue the Riding Club. The committee is providing assistance to see a future. We do not have the power to force existence or force Hoopers council to accept a riding program.

Mark Guthier: The Union Council's role in the charge is as follows:

- 1) Plan for getting out of stable business
- 2) Identifying possible options for Riding Club and Equestrian Team

Jack Comeau reviews the Charge:

- Develop a plan and timeline to terminate the Hooper Equestrian Center as a program function of the Wisconsin Union and Hoopers. The committee will:
  - Define and outline the process to liquidate the property and turn it over to the Memorial Union Building Association
  - Identify possible options for a Hoopers Riding program including an equestrian team.

Camber Sannes, the captain of the equestrian team, states that Colleen Beier, assistant barn manager, would make a great asset to the committee speaking as an expert in the industry.

Will Lipske: do you think she could serve as an ex officio (non-voting resource in committee) role?

Kirbi Rogers, barn manager, states that Joe Webb has recommended Colleen for position on the Committee.

Juli Aulik: There are probably a list of people that could be used on the committee. From an organizational perspective the current structure makes sense. Ms. Aulik is not sure that adding people because of their expertise would help represent the organizational interests. Ms. Aulik offers if she were the committee, she would make a list of advisors from lawyers, real estate to personnel. Ms. Aulik would be in favor of collecting these ideas and ensuring that they are invited to the table. The list of people with needed expertise would be too long. The recommendations are structured with interests rather than substantive expertise. Ms. Aulik states that keeping the committee tight is in the best interest of getting this work done.

Madison Laning: Going off of Peter's point earlier, the committee will offer options for the future of the club but will not decide the future of the club.

Jack Comeau reiterated that the committee is being charged to 1) come up with liquidation timeline 2) identify options for future of Hoofers Riding Club and Equestrian Team. Ultimately on Hoofers Council to take the path they want.

Mark Guthier: The Liquidation Committee is making recommendations back to Union Council, we may like what we see, and we may not like what we see.

Jack Comeau **moves to a vote**. All in favor of approving amended motion of Susan Dibbell's role as ex officio on committee and 1 MUBA member. All in favor. None opposed. Peter Lipton abstains. Motion **passes**. Liquidation committee is now set.

### **6:30 Wisconsin Union Annual Budget (See attached PowerPoint)**

Jane Oberdorf, acting treasurer, presents the Wisconsin Union Annual Budget

Madison Laning: What role do gifts or donations play in the budget?

Jane Oberdorf; if we are using gift money, we deduct that expense from the budget.

Brett Ducharme; Are the retained earnings enough to cover the deficit/

Jane Oberdorf; yes, we know segregated fees aren't popular.

Brett Ducharme; when did Union South open?

Mark Guthier: opened April 15, 2011.

Peter Lipton: how do you make estimates of these prices?

Mark Guthier: restaurant division have years of data and average daily check, Rathskeller budget is based on historic data, and food trends.

Brett Ducharme: How is 33 cents reflected in the entire hourly ladder?

Jane Oberdorf: For example, if a worker is paid 11.50 it will go up to 11.83. Everyone will get the same \$0.33 increase.

Jane Oberdorf reviewed the WUD committee budgets.

Jack Comeau states that allocation is fluid. Zero sum gain within program area.

Brett Ducharme: Speaking on accounting terms, how does interest work with a semi state functioning building?

Jane Oberdorf: Interest on bonds is due and paid the same way it would be with any other bonds in the marketplace. Being part of the University/State, does not affect anything related to our bond debt service payment requirements.

Brett Ducharme: Speaking on the staff turnover savings... how is that reflected?

Jane Oberdorf: The FY17B also includes a \$207,500 (negative expense) for staff vacancy turnover included in the misc. SWF line near the bottom of the budget. As positions become vacant they cannot immediately be filled creating some salary and fringe savings. This is a decrease from the FY16 budget of \$332,500, which reflected an effort to not fill vacant positions during the MUR remodeling.

Brett Ducharme: What else is included in the Misc. SWF line since the amount budgeted is positive and it includes \$207,500 negative expense for staff vacancy turnover?

Jane Oberdorf: In addition to the \$207,500 negative expense, the Misc. SWF line also includes the campus recommended wage increase. We budget that increase here rather than spread across the various departments. In addition, the Misc. SWF line includes an amount we estimate it may cost if the current Department of Labor proposal is enacted wherein if an employee earns less than \$50,400 they would not be exempt from overtime.

Brett Ducharme: Thank you for clarifying.

Tyler O'Connell **moves to approve** the 2016-17 Budget Proposal as presented. Peter Lipton **Seconds**. Jack opens up discussion...

Madison Laning: Leadership summary report, under "WUD programs" Basecamp. How does that work? Any revenue generated from that?

Mark Guthier: That budget is calculated to break even. Except for 8,000 which reflects part of a staff member's salary.

Madison Laning: What is the difference between WUD Programming Theater Arts and general theater revenue and expenses?

Jane Oberdorf: We have always treated the theater as two entities. We hope to change this by next year's budgets. There is the Theater Admin side that runs the facility and rents out the space. And then there is the Theater Season side that brings in the shows and sells tickets. So we have two separate silos within our theater operation. We rent space to our self. This can create competing decision making processes that are not always best for the organization as a whole. Things have changed over the years and hope to see only one Theater entity from a budget perspective soon.

Jack Comeau **brings to a vote.** All in favor of approving fiscal year 2016- 17 Budget. All in favor. None opposed. **Budget passes unanimously.**

Juli Aulik states that she been through many budget proposals and board meetings and this budget proposal was really well done. Ms. Aulik really appreciates how it was put together how the differences were explained in one cohesive package and how it was a very strategic presentation. It was well done. Thankful to everyone who worked hard on this.

Erin Harper is thankful that the union has found money to increase student wages and keep segregated fees flat. Very pleasantly surprised.

Mark Guthier states that increasing student wages and keeping segregated fees flat was our number one goal during this budget proposal.

Jane Oberdorf thanks Brett Ducharme for his help

**7:15 the Meeting is adjourned.**