

**Western Washington University Associated Students
Facilities and Services Council
Tuesday, January 29, 2013** **VU543**

Present: Hung Le (AS Vice President for Business & Operations); Dulcinea Rattet (Recycle Center); Mary Sanborn (Child Development Center); Catherine Jorgensen (DOC); Megan Whiteside (OC), Spencer Peterson (AS Review), Joseph Levy

Absent: Shelby Albin, Tilly Chides,

Advisor: Jim Schuster (Director of VU Facilities); Greg McBride (Assist. Dir. VU Facilities);

Secretary: Madeline Espeseth

Guest: Angela Tsui, Jeff Bates, Casey Hayden

The meeting was called to order by Hung Le, Chair at 4:06 pm

I. REVISIONS TO THE AGENDA

II. DISCUSSION ITEMS

A. Timeline for Quarter

Le reviewed the accomplishments of fall quarter. Last quarter was focused on learning, and this quarter the council will be voting on action items.

III. INFORMATION ITEMS

A. FCS Requests

McBride explained that this committee has the task of prioritizing the proposed funding requests. There is about \$20,000 - \$25,000 available in this fund. The prioritizing is not a yes or no for funding, but rather determining what this council believes is a good use of students' funds.

1. Jeff Bates discussed the proposed desk remodel for the Publicity Center. Bates explained that the new counter would remove the barrier between customer and account executive to make feel more comfortable and to make it easier to share information with clients. Account executives would be able to use this space as a work station where they could show clients the progress they have made on projects. There are concerns with how to make the counter more accessible to all people. The current proposal meets ADA requirements.
2. Hung Le brought a proposal that would make VU 567 more conducive to meetings by buying tables that create a half-dome shape. Currently, the tables do not fit all of the Board of Directors. The new table shape would make it easier to see and hear one another. All of the tables in the room would have to be updated because the laminate on the old tables is no longer made, nor does the company make in a rounded fashion. The current tables would be reused in other areas of the Viking Union. Rattet felt that if it the cost were lower she would feel better about funding the proposal; there was a lot of agreement with that. There is a possibility that the cost could be less than \$9,000 because McBride was unable to get a direct quote in time to put it in the proposal; this quote is on the high end. Whiteside felt that this was improving something but not

fixing a problem.

3. Megan Whiteside spoke about the need for more counter space in the equipment shop. The shop currently has a lot of counter space that is does not use and it runs into the Bike Shop, taking up space that could be used by the Bike Shop. The Bike Shop has had to turn people away because of lack of space, but freeing up this space would provide enough room for an extra bike rack. Rattet asked if this would make the Bike Shop consider having multiple bike technicians working at once. Whiteside said she could not speak to that. The proposed change would take out about one cabinet worth of space be moved back to create an additional 30" of space.
4. Angela Tsui said this couch would provide seating for the visitors that come into the Outdoor Center offices. Right now there is no additional seating available for visitors to sit. McBride said that there is an available couch that was given to the university for free by the manufacturer because of an order error. If the committee feels like it is appropriate then the couch could potentially be given to the Outdoor Center. The size of this couch fits the space.
5. Tsui explained that this proposal is to replace the furniture in the Outdoor Center resource library/lobby. The current furniture is not easy to move and rearrange, and is bulky. Tsui said that this would upgrade something that is not necessarily not working, but is challenging to work with. It is better to upgrade all the furniture at once.
6. Casey Hayden explained that the Club Hub has been updated and growing for a long time, and the space needs to reflect the changes in how the office operates. This proposal would add two work stations for the student staff. These spaces are necessary so people can get work done more efficiently and effectively. This would also allow for more flexibility in what spaces each person uses for work, which would ensure that someone would be sitting at the "welcome desk" at all times. The furniture would make the space more multifunctional. There is not adequate professional space right now. This space is becoming more office oriented in environment but not physically. This would allow for the creation of more open hours for this space rather than having set office hours. This would make the space more accessible for clubs. Whiteside said that she felt this would fix an issue. McBride felt that there could be an issue with losing the "arts and crafts" room of the AS. Hayden said that there is another room available to use for that purpose.

Y. MEMBER REPORTS

The Meeting was adjourned at 5:13p.m.