

**Western Washington University Associated Students
Facilities and Services Council
Thursday, November 29, 2012** **VU543**

Present: Hung Le (AS Vice President for Business & Operations); Catherine Peterson (Publicity Center); Dulcinea Rattett (Recycle Center); Mary Sanborn (Child Development Center); Shelby Albin (Lakewood); Tilly Chides (VU Support Staff) Catherine Jorgensen (DOC); Alexander Holland, Megan Whiteside (OC)

Absent:

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

Secretary: Madeline Espeseth

Guest:

The meeting was called to order by Hung Le, Chair at 2:35pm

I. REVISIONS TO THE AGENDA

II. INFORMATION ITEMS

A. Viking Union

McBride presented about the Viking Union and the Viking Union Facilities. The latter covers Lakewood, Recycling Center, Child Development Center, and Viqueen Lodge. The purpose of the VU is to create community by providing spaces and services. The original building was built in 1959, and has undergone many additions since. The intent of the building was to provide students with lounge space where they could relax, smoke a cigarette, and drink coffee. In 1969 the first addition was added to provide space for student activities such as conference space, a coffee shop, and a games room. This addition was not connected to the original building, but students had to go through an alleyway to get between the buildings. The next renovation happened in 2001, the main goal being to unite the two buildings, which were not built on the same level, which is why there are half floors in the VU. VU Facilities covers Viqueen Lodge, the maintenance of the Child Development Center, the Recycle Center, and Lakewood. The Recycle Center is completely self-sustaining, which is why it does not appear in the operating budget. Inside the VU, the facilities budget covers Event Services, Technical Services, Custodial Services, the Information Desk, and the Lost and Found. Campus Food Services is housed in the VU. The biggest service the VU provides is a meeting place where students can come together and build community. Other campus services use the VU facilities as well for meeting spaces and events. Vendors Row falls under the purview of VU Facilities. The VU budget comes partly from the Student Activities Fee, and the Building Fee. There are some user fees that also provide funding, such as boat rentals and buying candy from the Information Desk. The vendors on Vendors Row pay a rental fee to the VU. Western has a contract with the ATM companies on campus that gives Western a small income every time someone uses the ATM. Money is mostly spent on salaries and benefits for the professional staff, custodians, and support staff. A large portion of the budget goes to paying off bond payments and operational fees. When the 2001 renovation was being planned it was around a time when energy saving techniques were not mainstream, which is why the VU is not as efficient as it could be. The cost of updating gradually would far outweigh the energy and money saving benefits, which is why certain technologies have not been updated. The VU

being built on a hill also makes building and renovating more costly because earthquake and landslide protections have to be adhered to. During the renovation a dynamite cap was found and the Bellingham Bomb Squad had to be called in to remove it. The most likely used the dynamite to blast the sandstone that the building is sitting on in order to make the elevator shaft that goes up to KUGS. Millions of dollars are spent on earthquake mitigation that prevents the VU from sliding into Bellingham Bay during an earthquake. McBride said that in his opinion earthquake mitigation is the most beneficial upgrade money can be spent on for the VU. No university entity is charged to use of the VU facilities. Non-operating capital reserves are the funds set aside every year to repair things and to start big capital projects. One project being worked on right now is replacing the docks at Lakewood, which will cost about \$600,000, and the fund has about \$1.4 million in reserves, 5% of which has to be kept in the funds due to the requirements places on the bonds the university uses to fund large projects. Schuster said that money is saved on a yearly basis in order to replace and modernize. McBride said that the goals of the VU are to utilize space efficiently and effectively, and to stay modern so the VU facilities can continue to be a good resource for students.

B. AS Vehicles

McBride presented on the AS Motor pool. AS Vehicles are vehicles purchased by the AS for use by the AS, and student activities programming to provide students to help support the mission of the AS. They are frequently used by the Outdoor Center uses them for trips, students and VU staff use them to go to conferences, and offices such as ASP will use them to pick up artists from the airport. The motor pool is basically like having a rental car for the AS. The AS has this in order to make transportation affordable and accessible to students. The motor pool has specialty vehicles that students may not have access to, such as a minivan and a truck, in order to support the needs of the organization. The current inventory is a 2007 Ford Star minivan that seats 7 people, and a 2004 Ford Expedition with a trailer hitch that can haul the equipment trailer. This is necessary because there are no rental vehicles available that have hitches on them, and the Outdoor center needs to haul its equipment. From the 2011-2012 academic year 86% of the total use was by AS programs, 11% was from clubs, and the final 11% was the administrative functions such as going to conferences or picking up supplies. 68% of the total use is by the Outdoor Center. The current rate is .43 cents/mile regardless of how many days the vehicle is being used. AS Programs also have access to the Outback truck to haul things such as hay or manure. There is a "\$50 No Cancellation Policy" that essentially means if a vehicle was booked but then not used and no one cancelled the reservation then the office that booked the vehicle is charged \$50. This is because there is enough interest in the vehicles that not using it will take away from another group. None of the vehicles have wheelchair lifts, but there has not been a need for one as of yet. Vehicles cannot be checked out by individual students, only by programs. If a lift is necessary then an appropriate vehicle can be rented from an outside source. The goal of AS Vehicles is to provide another option for students, but not to be the only option. The budget for AS Vehicles is relatively small and is set up to break-even. There is a little money built into the cost of using the vehicles to provide reserve funds in case of accidents or general maintenance fees. There is an \$80,000 fund for vehicle replacement. Vehicles are replaced more often in order to get a higher resale value. The typical replacement time is 6-7 years or 60,000 miles. The parking for these vehicles also has to be paid for from the AS Vehicles.

III. OTHER BUSINESS

A. Agenda for Next Quarter

Le explained that next quarter the council will be seeing more funding requests, and decisions

will be made about where funding is allocated for funding requests. There will be more action items coming up. The council will also be reviewing the policies of certain offices.

IV. MEMBER REPORTS

The Meeting was adjourned at 3:38p.m.