



Union Council 3.24.15

Item	Time
Dinner	5:30pm
Call to Order	6:00pm
Approve the Minutes	
Open Forum	
2015-16 Directorate Slate	6:10pm
Riding Update	6:30pm
Distribution of Free Print Policy	6:45pm
Reflection Room	6:50pm
Charge regarding Hooper Summer Events	7:10pm
Reports	7:25pm
Meeting Adjourned	7:45pm

Union Council Meeting Minutes

February 3, 2015

MEMBERS			
Juli Aulik, Alumni Rep	X	Derek Field, ASM Representative	X
Daniel Bahn, VP- Leadership Development	X	Mark Guthier, Secretary	X
Sarah Bergman, President	X	Jenny Knoeppel, VP- Public Relations	X
Lori Berquam, Ex- Officio		William Lipske, Academic Staff	X
George Cutlip, Alumni Rep (WAA)	X	Peter Lipton, Faculty Representative	X
Susan Dibbell, Ex- Officio	X	Devon Maier, ASM Representative	X
Abby Douglas, WUD Representative	X	Bill Mulligan, VP- Program Administration	X
Gen Carter, ASM Representative	X	Annie Paul, ASM Representative	X
		Hank Walter, Treasurer	X

Guests: Naiya Patel, Director's Office Assistant

TOPIC	DISCUSSION	ACTION
Call to Order	Sarah Bergman called the meeting to order at 6:00 pm.	
Open Forum	A student came to open forum and brought up the topic of student wages. She discussed how the rates of wage increases aren't enough to support the cost of living in Madison.	
Approval of Minutes	Bill Mulligan made a motion to approve the minutes. All approved with the change of the wording "medication" to "meditation" on page 2.	Motion Passed
Union Budget	<p>Mark Guthier presented the Union budget. The Union's mission and vision were revisited. Program highlights consisted of Outdoor UW, Wheelhouse Studios, and the Wisconsin Union Theater. Other highlights included 300 student volunteers and 1,100 programs for UW students ranging from film to politics to Hoofers. Campus Event Services handles more than 35,000 room reservations annually; 12,000 of these are for students. The annual budget development process begins in the summer and budget submissions start in December for the upcoming fiscal year. Budget review takes place through the month of January.</p> <p>A breakdown of the Union's funds was displayed. The significant factors of the 2015-2016 budget were discussed. This budget includes the effects of Phase II and the areas that will not be able to bring in an income due to renovations. The 2014-2015 bottom line is \$36,453 net income while the anticipated amount for the 2015-2016 fiscal year will be (\$189,452) net loss.</p> <p>Peter Lipton brought up that there will be less students employed because of the budget and asked if this will have an impact on student life. Mr. Guthier stated that right now we have 1400 students employed at Union South. There will be a drop in student employment at Memorial Union but it is the reality of the situation. We have some modest food price and hotel room rate increases to decrease the deficit and we continue to gain income from other partners like UW Credit Union.</p> <p>1% of salaries has been budgeted for pay raises as well as reserving 2% to increase student wages. Phase II restoration costs have been calculated into the budget as well. Mr. Guthier detailed budgeted expenses including stolen terrace furniture, new food equipment, and traffic counters for the MU west wing.</p>	

Union Council Meeting Minutes

February 3, 2015

	<p>Business interruption costs are being anticipated for the next three years. We will have to tap into these funds for this coming budget. We must hire a Project Coordinator to manage Phase II and the cost is included in the expenses. Mr. Guthier said that we will not lay anyone off, but if staff decide to leave we would not necessarily fill that open position. A 2% increase in segregated fees, which will produce about \$250,000 has been budgeted, which is the equivalent to \$2.69 per student per semester.</p> <p>Hank Walter went into further details of the budget. He stated that we may need to ask for a small increase in segregated fees. This is a very strained time with the state budget situation. We're not anticipating any revenue from the Terrace for this fiscal year after it closes on September 1.</p> <p>Peter Lipton asked how the budget figures for the restaurants were developed. Mr. Walter explained that budgets are built from the bottom up. The restaurants are split into certain units and each unit provides their needs and budget outcome.</p> <p>Each restaurant does their own projected growth. Since sales are up they all project that sales will also go up due to growth. There are many catering areas in Memorial Union that will most likely be closed because demand will be low. The Conference Center catering services will also be down with a low projected income because their services won't be needed with Phase II areas closed off. In addition, they do not provide catering services to student organizations.</p> <p>Mr. Walter discussed that Program & Leadership is going to try to increase their flexibility for booking music. The more flexibility we have with our schedule increases the chances of booking good artists which would increase revenue, especially if we were able to book popular names that students prefer.</p> <p>Mr. Walter continued to highlight each line of the projected budget and explain what the effects will be as well as giving an explanation as to where the number was calculated from.</p> <p>There was a discussion of staffing positions. Overall there were 3 Full Time Equivalents (FTE) added and overall 2.5 FTE were removed from Accounting. Peter Lipton discussed the fact that he believes student wages can be increased, maybe not by much, but a little increase would be nice to see.</p> <p>The discussion on student wages was tabled until Mr. Walter was finished discussing the rest of the budget. He pointed out the amount received from segregated fees and noted that once the building reopens they will continue to go down.</p> <p>Mr. Walter explained that \$5.29 million in student wages is budgeted. Approximately half of what we bring in from student income is given back to students via student wages. Many turnover positions will also be filled by students. This is the situation we will be in until the building opens up completely. An explanation of how student wages are set was given. Many factors go into the amount such as what competitors are paying and longevity increases.</p>	
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<p>Alcohol Policy</p>	<p>Mr. Guthier said he would like to see what the average wage for students is, however, he knows the top wage is approximately \$11.50. Devon Maier gave his opinion on student wages: he believes timing is very important and does not believe that a raise in student wages needs to be done at the current time because there are other areas that need the funds. Mr. Walter stated that the distribution of wages is as follows: the longer you work the higher your pay because of the addition of yearly raises. Sarah Bergman believes it is not feasible to pass \$1 M for student wages therefore we should direct discussion towards other matters of the budget.</p> <p>Peter Lipton felt the matter should be studied thoroughly and a separate sub-committee should be set up to do research on student wages. Annie Paul agreed with Mr. Lipton.</p> <p>Ms. Paul also brought up the fact that the Terrace is closing on September 1st and she wasn't aware of this situation. There should be a campaign placed so the community is informed properly. It may also increase sales if people want to enjoy the Terrace as much as they can before it closes.</p> <p>Juli Aulik inquired what the salary increases are for permanent employees. Mark Guthier answered that 1% has been set aside for salary increases and that we are bound to the same salary policies as the university.</p> <p>Ms. Aulik also inquired on the status of the bidding for Phase II. Mr. Guthier replied that the construction bids went out last week. The project will be awarded to the low bidder; there is no negotiation.</p> <p>Mr. Guthier addressed Ms. Paul's concern of publicizing the closing of the Terrace and recommends the Admin. Committee take that on. Hank Walter clarified that only the parts of the Terrace that weren't renovated during Phase I will be closing. Abby Douglas stated that Outdoor rentals will still be open as well. George Cutlip believes it is important to clarify which areas are closed/open while getting the word out so people know the correct information.</p> <p>Devon Maier brought the discussion back to the budget and said he approved of all of the areas of the budget. He made a motion to approve the draft. Abby Douglas seconded. Motion passed.</p> <p>Sarah Bergman transitioned the discussion to the alcohol policy. It was discussed previously and she asked if there were any questions regarding any of its content.</p> <p>Hank Walter made a motion to move the alcohol policy off of the table and move it to discussion. William Lipske seconded. A question regarding the security aspect was asked. Mr. Guthier clarified, if an individual does not follow the alcohol policy they will be warned and if they don't comply then Lori Berquam will be notified.</p> <p>After the discussion came to an end, Sarah Bergman made a motion to approve the policy. All in favor. Motion passed.</p>	<p>Motion passed</p> <p>Motion Passed</p>
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Selection	<p>Bill Mulligan was asked to step out of the room while the selection of new appointees for next year was discussed. Mr. Mulligan is a candidate for one of the positions.</p> <p>Sarah Bergman stated that one student and one non-student need to be a part of the selection process. Peter Lipton and Abby Douglas volunteered to fill those spots.</p> <p>Daniel Banh read over the expectations for officers and went over the important dates for selection. Ms. Bergman clarified that applications aren't due until Monday, March 9.</p>	
Reports:	<p><u>VP – Program Administration - Bill Mulligan</u> The committee worked on legislative issues over winter break. Programming's budget will be affected due to the closing of the East Wing. Student wages are also being discussed. He participated in one of the WUD Alt. Breaks over winter break.</p> <p><u>Vice President – Public Relations – Jenny Knoeppel</u> She is working with marketing to publicize the officer positions. An all-campus email was sent out and it encouraged everyone to nominate/reach out to those who would be good for positions. She's also been working on bringing WUD logos more in line with the Union brand, ordering supplies for WUD and voting on the meditation room.</p> <p>William Lipske asked if students are allowed to reach out to Union Council members to ask about positions. Sarah Bergman replied that they are allowed to reach out. She has also reached out to larger student organizations and encourages the rest of Union Council to do the same. She also encourages to talk with applicants to help them feel comfortable with the application process. Ms. Paul made a point that some of the applicants may not know that they are allowed to reach out to council members.</p> <p><u>Vice President – Leadership Development – Daniel Banh</u> Daniel is reaching out to student orgs and the Center for Leadership Involvement for selection candidates. He's also setting up a resume workshop and planning a work banquet. Entertainment is still being worked on and he wants to work on more diversity.</p> <p><u>Secretary – Mark Guthier</u> Mark Guthier would like to know how the Union is doing in terms of diversity. He mentioned a gift of \$350,000 was given in December. He has also brought the Alt Breaks video for viewing after the meeting if anyone was interested.</p> <p><u>Hoofers – Abby Douglas</u> Hoofers met last week to discuss what members benefit outside of the organization. They want to write out a clear cut policy for students. Hoofers winter carnival is in full swing and she's excited for it!</p> <p>Ms. Bergman adjourned the meeting at 8:08 p.m.</p>	<p>Meeting Adjourned</p>

Hoofer Sailing Club 2015 Summer Events on the Lakefront

On January 21, 2014, UW-Madison introduced a campus-wide administrative policy entitled “Specific Alcohol Beverage Regulations.” The policy applies to all university events, which includes two annual summer events sponsored by the Hoofers Sailing Club: Pirate’s Day and Commodore’s Cup. Adhering to the new policy in the summer of 2014 was problematic from several perspectives, as evidenced by the Building Manager Reports from that period as well as the feedback staff members received from both student and non-student attendees.

The Union has a strong interest in having a better approach to these events in 2015 – to better serve the campus and event attendees who participate. From a safety and legal perspective, adherence to the campus policy is important to ensure:

- The minimum legal drinking age for consumption of alcohol beverages is enforced
- No boats or equipment are operated while someone is under the influence of alcohol
- No alcohol is allowed on the boats during the events

In order to provide for the greatest degree of safety for all participants and to be able to communicate effectively how the events will be implemented this year, the following guidelines have been developed:

1. Sailing Club will submit an implementation plan for the events that complies with the Campus Alcohol Policy and the Hooper Behavioral Standards to the Union’s Leadership Team by May 1, 2015.
2. The plan must be approved by the Leadership Team before the events are publicized.
3. If the approved plan is not followed during the course of either event, cancellation of subsequent events may occur at the discretion of a joint decision by the Facilities Director, A hoofer advisor, and a hoofer student representative.
4. Union Council requests a compliance report from the Facilities Director with input from the Hooper advisor and the Hooper student representative regarding the events by its September, 2015 meeting.
5. Based on the compliance report, 2016 events may or may not occur.

Wisconsin Union Policy FM1-6 Distribution of Free Print

As a public forum, The Wisconsin Union recognizes its obligation to accommodate the distribution of printed material dropped off and available free of charge at either the Memorial Union or Union South. The provisions of this policy are not intended to apply to the distribution of printed material by organizations and persons who have been otherwise authorized to distribute materials at attended tables and booths.

The general distribution of printed material in the Memorial Union and Union South is restricted to locations and times specified for such safe and orderly distribution by the Assistant Director-Facilities with approval of the Facilities Committee - Memorial Union: Commons Lobby (racks provided) and Union South: [Main LoungeSun Garden](#) (racks provided). Distribution of printed material may not interfere with the regular course of University or Union business, meetings or events.

In order to accommodate the many free publications available for pick up in the Memorial Union and Union South, the following guidelines will be implemented:

For purposes of this policy the term “printed material” means newspapers, magazines, periodicals, newsletters and like matter.

Dated, free literature may be dropped off in quantities reasonable for distribution from that date until the succeeding issue (30-day maximum). Upon delivery of the new issue, all remaining copies of the old/previous issue are to be removed by the supplier.

Undated literature may be dropped off in quantities suitable for 7-day distribution. Any excess material remaining after 7 days will be recycled.

[Current issues of publications produced by Wisconsin Union Directorate committees may be in continuous circulation](#)

APPEALS POLICY

Denial of permission to distribute under this policy by the Assistant Director-Facilities may be appealed to the [Space and Operations CommitteeUnion Council Facilities Subcommittee](#) by the organization or persons requesting permission to deposit the printed material. The request for review must be submitted in writing to the committee within ten (10) days of the denial.

Additional background: Former Policy 6.10

Date(s) of Action: March 12, 1984; May 8, 2001

Last Date of Review:

Next Required Review Date:

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Reflection Room Charge

Rationale:

This room would advance the University's commitment to the "Framework for Diversity and Inclusive Excellence" outlined by the Ad Hoc Diversity Planning Committee by creating a space within the Unions where individuals who want to reflect or meditate or pray in a religious or non-religious way, are able to practice their beliefs in relative privacy.

When considering this decision, Facilities subcommittee has considered the potential consequences of taking a meeting room offline and determined that the potential benefits of having a room within the Unions that meets this needs of the campus community and Union members in a clean, welcoming space, outweighs the consequences of diverting RSO and Department meetings to academic buildings. It would be most beneficial to have this room within the Union, a more central and welcoming location on campus than its current location in the Red Gym.

Recommendation:

Facilities Subcommittee recommends that Union Council designate a committee this semester to further explore the idea of designating one of the meeting rooms in the Memorial Union to serve as a Reflection Room following renovations in order to create a more detailed proposal of what this room would look like.

This subcommittee should have student majority. It should consist of 8-10 members and should include Paul Broadhead, a representative from CESO, a Union officer, a building manager, a professional staff member, students from directorate and students from the student groups that expressed support of the proposal. The committee should make a final recommendation by December 2015. In this recommendation, the subcommittee should define what the room will look like, what goal of this room would be, and how success should be measured if implemented.

If a Reflection Room is implemented, Facilities Subcommittee also recommends that usage of the room be evaluated annually to determine if the room is being used and that it remains a needed space on campus. Any proposed rules of the room should be outlined clearly within the room and the room itself will remain under the management of the Wisconsin Union.

UNION COUNCIL OFFICER REPORT

JENNIFER KNOEPPEL
VICE PRESIDENT - PUBLIC RELATIONS
MARCH, 2015

DIRECTORATE AND PROGRAMMING

- Continuing to send out weekly email updates with events from the committees to all students on campus. This has proven to be fairly successful and we've seen turnout at some of our events benefit from these emails.
- We have final logos for all the committees and are currently working on updating committee supplies to reflect this.
- Worked with Marketing to hire Nathan Roth for the Visual Media Manager position.
- Met with Union Marketing to create a plan for branding WUD in the Unions. We're still working on coming up with a detailed proposal of what that might look like. Over break we were able to update two boards in Memorial Union and create a WUD display in the West Wing. We also had Music banners designed and ordered for the Sett and Der Rathskellar
 - We've come up with renderings for what a Pubcom Magazine rack would look like in the new space as well as renderings for possible signage for the Gallery of 1925 to market Art committee and renderings for the WUD Music "Wall of Fame" project in the Sett.

SHARED GOVERNANCE AND UNION COUNCIL

- Facilities subcommittee had its most recent meeting on March 18th. We updated the Free Print Distribution policy and are currently in the process of reviewing outdated policies.

LOOKING FORWARD

- Currently working on a branding project with Union Marketing to explore how WUD can better be represented in both of the Unions.
 - The goal of this is to increase the visibility of the WUD brand and of the individual committees.
 - This also involves working with WUD Film to explore the UW archives and Wisconsin Historical Society archives to come up with old materials and photos to use in the Marquee lounge.
 - Currently working with WUD Music on their “Wall of Fame” project
 - Working with WUD Art to put signage about the committee in Gallery 1308 and Class of 1925.
 - Will continue to work with Publications to put magazine racks in Memorial Union and Union South.
- Will continue to update committee and directorate materials to reflect logo change as well as updating the website.
- Will also continue to work with Marketing to establish best practices for management of the Visual Media Manager position.

UNION COUNCIL OFFICER REPORT

SARAH BERGMAN

PRESIDENT

MARCH, 2015

DIRECTORATE AND PROGRAMMING

- Secured an additional \$20,000 in funding for Revelry from a private donor
- Have had several meetings with the Division of Student Life to gain more support for Revelry
- Started to work with next year's president on developing a plan to make next year's Revelry more sustainable
- Chaired Directorate weekly
- Attended Leadership Team weekly to ensure there is always a student perspective
- Working with Jack, Khea and MUBA member Doris Weisberg on how we can improve the Alumni Speaker Series

SHARED GOVERNANCE AND UNION COUNCIL

- Have appointed four people so far for the Union Awards committee, working on rounding out the committee with the rest of the appointments
- Dining Services met and sampled Rathskeller food as part of the Rath study
 - We had a very large student turn out and felt like we got a lot of very valuable input on what students enjoy and what they want to change
- Preparing for the final two Design Committees of the project
 - Want to ensure there is plenty of student input
 - Students will be able to give feedback by physically attending the chair fair in or by looking at the images on an online survey

LOOKING FORWARD

- Working with Jenny to make a database of people that Directors could look through for co-sponsorships
- Working on a campaign to both recruit new people to WUD and ensure that people already in WUD continue on next year
- The marketing department is revamping the website. I want to make sure that there is plenty of student input. So far there was a bit of a snafu and many students could not attend the first input session so working with Kelly to better coordinate that.

Wisconsin Union
Income Statement - Revenue/Expense
Year to Date
As of January 31, 2015

	PRIOR ACTUAL	REVISED BUDGET	ORIGINAL BUDGET	CURRENT ACTUAL	PRIOR CS %	REV/BGT CS %	ORIG/BGT CS %	CURRENT CS %	PRIOR YEAR VARIANCE	PRIOR YEAR %	REVISED BUDGET VAR	REVISED BUDGET %	ORIG BUDGET VARIANCE	ORIG BUDGET %
<u>REVENUE</u>														
Direct Operating Revenue														
Restaurants	\$5,296,584	\$5,999,195	\$5,639,687	\$6,016,810	20.2%	21.2%	20.1%	21.3%	\$720,226	13.6%	\$17,615	0.3%	\$377,123	6.7%
Markets & Cafes	3,821,235	4,164,131	4,389,144	4,172,742	14.6%	14.7%	15.6%	14.8%	351,507	9.2%	8,611	0.2%	(216,402)	(4.9%)
WU Catering	2,494,361	2,604,907	2,515,000	2,598,475	9.5%	9.2%	9.0%	9.2%	104,114	4.2%	(6,432)	(0.2%)	83,475	3.3%
Conf Center Catering	645,891	667,208	648,862	657,406	2.5%	2.4%	2.3%	2.3%	11,515	1.8%	(9,802)	(1.5%)	8,544	1.3%
Retail	1,134,991	1,183,513	1,149,955	1,177,365	4.3%	4.2%	4.1%	4.2%	42,374	3.7%	(6,148)	(0.5%)	27,410	2.4%
Programs	1,161,373	1,866,853	1,939,371	1,932,021	4.4%	6.6%	6.9%	6.8%	770,648	66.4%	65,168	3.5%	(7,350)	(0.4%)
Total Op Revenue	14,554,435	16,485,807	16,282,019	16,554,819	55.4%	58.4%	58.0%	58.6%	2,000,384	13.7%	69,012	0.4%	272,800	1.7%
Indirect Revenue														
Commissions	235,856	240,950	240,950	240,950	0.9%	0.9%	0.9%	0.9%	5,094	2.2%				
Rentals	306,380	271,470	285,132	247,738	1.2%	1.0%	1.0%	0.9%	(58,642)	(19.1%)	(23,732)	(8.7%)	(37,394)	(13.1%)
Service Revenue	500,185	569,129	569,349	541,255	1.9%	2.0%	2.0%	1.9%	41,070	8.2%	(27,874)	(4.9%)	(28,094)	(4.9%)
Reimbursements	38,467	53,373	49,175	46,626	0.1%	0.2%	0.2%	0.2%	8,159	21.2%	(6,747)	(12.6%)	(2,549)	(5.2%)
Total Indirect Revenue	1,080,888	1,134,922	1,144,606	1,076,569	4.1%	4.0%	4.1%	3.8%	(4,319)	(0.4%)	(58,353)	(5.1%)	(68,037)	(5.9%)
Net Operating Revenue	15,635,323	17,620,729	17,426,625	17,631,388	59.5%	62.4%	62.1%	62.4%	1,996,065	12.8%	10,659	0.1%	204,763	1.2%
Other Revenue														
Student Segregated Fees	5,895,529	6,025,425	6,025,425	6,025,425	22.5%	21.3%	21.5%	21.3%	129,896	2.2%				
Student Seg Fees - UE	4,271,925	4,301,622	4,301,626	4,301,619	16.3%	15.2%	15.3%	15.2%	29,694	0.7%	(3)	(0.0%)	(7)	(0.0%)
Campus Vending	249,762	209,319	207,496	179,848	1.0%	0.7%	0.7%	0.6%	(69,914)	(28.0%)	(29,471)	(14.1%)	(27,648)	(13.3%)
Membership	33,362	40,082	40,996	36,556	0.1%	0.1%	0.1%	0.1%	3,194	9.6%	(3,526)	(8.8%)	(4,440)	(10.8%)
Investment Revenue	3,911	3,592	10,094	4,797	0.0%	0.0%	0.0%	0.0%	886	22.7%	1,205	33.5%	(5,297)	(52.5%)
Investment Rev - UBP	1,000		5,075		0.0%	0.0%	0.0%		(1,000)	(100.0%)			(5,075)	(100.0%)
Miscellaneous	169,495	31,570	38,570	69,658	0.6%	0.1%	0.1%	0.2%	(99,837)	(58.9%)	38,088	120.6%	31,088	80.6%
Total Other Revenue	10,624,984	10,611,610	10,629,282	10,617,903	40.5%	37.6%	37.9%	37.6%	(7,081)	(0.1%)	6,293	0.1%	(11,379)	(0.1%)
Total Revenue	26,260,307	28,232,339	28,055,907	28,249,291	100.0%	100.0%	100.0%	100.0%	1,988,984	7.6%	16,952	0.1%	193,384	0.7%
<u>EXPENSES</u>														
Cost of Goods Sold														
Food	5,286,679	5,783,185	5,540,234	5,849,829	20.1%	20.5%	19.7%	20.7%	563,150	10.7%	66,644	1.2%	309,595	5.6%
Retail Merchandise	52,077	55,702	48,361	60,441	0.2%	0.2%	0.2%	0.2%	8,364	16.1%	4,739	8.5%	12,080	25.0%
Total Cost of Goods Sold	5,338,756	5,838,887	5,588,595	5,910,270	20.3%	20.7%	19.9%	20.9%	571,514	10.7%	71,383	1.2%	321,675	5.8%
Direct Op Expenses														
Salaries, Wages, Fringe	4,625,104	4,874,975	4,877,842	4,783,502	17.6%	17.3%	17.4%	16.9%	158,398	3.4%	(91,473)	(1.9%)	(94,340)	(1.9%)
Supplies & Services	2,263,947	2,805,283	2,746,182	3,052,088	8.6%	9.9%	9.8%	10.8%	788,141	34.8%	246,805	8.8%	305,906	11.1%
Depreciation - Equipment	190,772	219,344	206,278	220,621	0.7%	0.8%	0.7%	0.8%	29,849	15.6%	1,277	0.6%	14,343	7.0%
Total Direct Op Expenses	7,079,823	7,899,602	7,830,302	8,056,211	27.0%	28.0%	27.9%	28.5%	976,388	13.8%	156,609	2.0%	225,909	2.9%
Support Services														
Salaries, Wages, Fringe	1,857,712	1,944,497	2,028,584	1,970,392	7.1%	6.9%	7.2%	7.0%	112,680	6.1%	25,895	1.3%	(58,192)	(2.9%)
Supplies & Services	416,302	592,777	645,769	527,570	1.6%	2.1%	2.3%	1.9%	111,268	26.7%	(65,207)	(11.0%)	(118,199)	(18.3%)
Depreciation - Equipment	31,784	45,040	35,942	49,652	0.1%	0.2%	0.1%	0.2%	17,868	56.2%	4,612	10.2%	13,710	38.1%
Total Support Services	2,305,798	2,582,314	2,710,295	2,547,614	8.8%	9.1%	9.7%	9.0%	241,816	10.5%	(34,700)	(1.3%)	(162,681)	(6.0%)

Wisconsin Union
Income Statement - Revenue/Expense
Year to Date
As of January 31, 2015

	PRIOR ACTUAL	REVISED BUDGET	ORIGINAL BUDGET	CURRENT ACTUAL	PRIOR CS %	REV/BGT CS %	ORIG/BGT CS %	CURRENT CS %	PRIOR YEAR VARIANCE	PRIOR YEAR %	REVISED BUDGET VAR	REVISED BUDGET %	ORIG BUDGET VARIANCE	ORIG BUDGET %
Facilities														
Salaries, Wages, Fringe	\$2,890,603	\$2,921,868	\$3,076,314	\$2,910,865	11.0%	10.3%	11.0%	10.3%	\$20,262	0.7%	(\$11,003)	(0.4%)	(\$165,449)	(5.4%)
Supplies & Services	652,679	727,222	702,312	697,370	2.5%	2.6%	2.5%	2.5%	44,691	6.8%	(29,852)	(4.1%)	(4,942)	(0.7%)
Depreciation - Equipment	243,212	262,178	248,530	259,627	0.9%	0.9%	0.9%	0.9%	16,415	6.7%	(2,551)	(1.0%)	11,097	4.5%
Total Facilities Expenses	3,786,494	3,911,268	4,027,156	3,867,862	14.4%	13.9%	14.4%	13.7%	81,368	2.1%	(43,406)	(1.1%)	(159,294)	(4.0%)
Programs & Leadership														
Salaries, Wages, Fringe	533,243	502,662	510,865	503,908	2.0%	1.8%	1.8%	1.8%	(29,335)	(5.5%)	1,246	0.2%	(6,957)	(1.4%)
Supplies & Services	365,524	397,634	427,493	442,170	1.4%	1.4%	1.5%	1.6%	76,646	21.0%	44,536	11.2%	14,677	3.4%
Depreciation - Equipment	4,766	10,099	17,129	7,727	0.0%	0.0%	0.1%	0.0%	2,961	62.1%	(2,372)	(23.5%)	(9,402)	(54.9%)
Total Program Expenses	903,533	910,395	955,487	953,805	3.4%	3.2%	3.4%	3.4%	50,272	5.6%	43,410	4.8%	(1,682)	(0.2%)
Depreciation & Major Repairs/Maintenance														
Major Rprs/Mnt - Equipment	7,756	7,007	7,756	7,007	0.0%	0.0%	0.0%	0.0%	(749)	(9.7%)			(749)	(9.7%)
Major Rprs/Mnt - Bldg	312,368	466,899	433,356	466,899	1.2%	1.7%	1.5%	1.7%	154,531	49.5%			33,543	7.7%
Def Bldg Exp - UBP	1,626,719	1,134,629	1,165,150	1,134,629	6.2%	4.0%	4.2%	4.0%	(492,090)	(30.3%)			(30,521)	(2.6%)
Depreciation - Bldg	212,949	225,121	341,838	225,121	0.8%	0.8%	1.2%	0.8%	12,172	5.7%			(116,717)	(34.1%)
Total Depr & Major R	2,159,792	1,833,656	1,948,100	1,833,656	8.2%	6.5%	6.9%	6.5%	(326,136)	(15.1%)			(114,444)	(5.9%)
Utilities, Taxes & Insurance														
Unemployment Compensation	8,833	8,492	11,200	6,306	0.0%	0.0%	0.0%	0.0%	(2,527)	(28.6%)	(2,186)	(25.7%)	(4,894)	(43.7%)
Worker's Compensation	68,167	45,619	45,619	45,619	0.3%	0.2%	0.2%	0.2%	(22,548)	(33.1%)				
Telephone	52,358	49,200	50,400	49,200	0.2%	0.2%	0.2%	0.2%	(3,158)	(6.0%)			(1,200)	(2.4%)
Insurance - Property	32,398	68,800	72,800	68,800	0.1%	0.2%	0.3%	0.2%	36,402	112.4%			(4,000)	(5.5%)
Heating/Cooling	68,757	76,976	81,319	91,076	0.3%	0.3%	0.3%	0.3%	22,319	32.5%	14,100	18.3%	9,757	12.0%
Electricity	94,028	100,508	98,931	87,803	0.4%	0.4%	0.4%	0.3%	(6,225)	(6.6%)	(12,705)	(12.6%)	(11,128)	(11.2%)
Water & Sewer	36,740	31,501	36,750	31,501	0.1%	0.1%	0.1%	0.1%	(5,239)	(14.3%)			(5,249)	(14.3%)
Trash Removal	48,592	47,656	47,656	47,656	0.2%	0.2%	0.2%	0.2%	(936)	(1.9%)				
Total Utilities, Taxes & Insurance	409,873	428,752	444,675	427,961	1.6%	1.5%	1.6%	1.5%	18,088	4.4%	(791)	(0.2%)	(16,714)	(3.8%)
State/UW Assessments														
Municipal Services	59,808	55,300	55,300	55,300	0.2%	0.2%	0.2%	0.2%	(4,508)	(7.5%)				
Utility Assessments	151,910	131,307	141,638	131,307	0.6%	0.5%	0.5%	0.5%	(20,603)	(13.6%)			(10,331)	(7.3%)
UW Assessments	685,005	645,062	679,287	645,062	2.6%	2.3%	2.4%	2.3%	(39,943)	(5.8%)			(34,225)	(5.0%)
Total State/UW Assessments	896,723	831,669	876,225	831,669	3.4%	2.9%	3.1%	2.9%	(65,054)	(7.3%)			(44,556)	(5.1%)
Other Expenses														
Debt Svc UBP/WU	3,111,534	3,676,274	3,569,825	3,676,274	11.8%	13.0%	12.7%	13.0%	564,740	18.1%			106,449	3.0%
Misc - SWF, S&S	218,050	91,157	333,440	143,761	0.8%	0.3%	1.2%	0.5%	(74,289)	(34.1%)	52,604	57.7%	(189,679)	(56.9%)
Reimbursements	38,467	53,373	49,175	46,626	0.1%	0.2%	0.2%	0.2%	8,159	21.2%	(6,747)	(12.6%)	(2,549)	(5.2%)
Total Other Expenses	3,368,051	3,820,804	3,952,440	3,866,661	12.8%	13.5%	14.1%	13.7%	498,610	14.8%	45,857	1.2%	(85,779)	(2.2%)
Total Expenses	26,248,843	28,057,347	28,333,275	28,295,709	100.0%	99.4%	101.0%	100.2%	2,046,866	7.8%	238,362	0.8%	(37,566)	(0.1%)
Net Income/(Loss)	11,464	174,992	(277,368)	(46,418)	0.0%	0.6%	(1.0%)	(0.2%)	(57,882)	(504.9%)	(221,410)	(126.5%)	230,950	(83.3%)

Wisconsin Union
Income Statement Snapshot
Year to Date
As of January 31, 2015

FINAL
02/27/15

	ORIGINAL BUDGET	REVISED BUDGET	CURRENT ACTUAL	ORIGINAL BUDGET VARIANCE	REVISED BUDGET VARIANCE	PRIOR ACTUAL	
<u>REVENUE</u>							
OPERATIONS & PROGRAMS							
RETAIL DINING	\$10,028,831	\$10,163,326	\$10,189,552	\$160,721	\$26,226	\$9,117,818	Restaurants and Markets & Cafes
CATERING	3,163,862	3,272,115	3,255,881	92,019	(16,234)	3,140,252	MU/US and Grainger Catering, plus Conference Centers
FACILITY RENTALS & FEES	1,748,383	1,775,584	1,713,720	(34,663)	(61,864)	1,783,127	US Hotel/MU Guestrooms, AV rentals, campus vending, Facil
PROGRAMS	1,939,371	1,866,853	1,932,021	(7,350)	65,168	1,161,373	Theater Operations/Season, Minicourses, Alt Breaks, Hoofers
SUBTOTAL OPS&PROG	16,880,447	17,077,878	17,091,174	210,727	13,296	15,202,570	
SEG FEES - WU	6,025,425	6,025,425	6,025,425			5,895,529	
SEG FEES - UBP	4,301,626	4,301,622	4,301,619	(7)	(3)	4,271,925	
PARTNERSHIP/WISCARD RI	481,414	445,048	475,805	(5,609)	30,757	574,393	Wiscard partnership fees, ATM commissions, Housing Wisca
CAMPUS/OTHER REIMBURSE	304,299	310,617	285,606	(18,693)	(25,011)	266,879	Campus Photo ID Office/CESO support, student theater ticke
MEMBERSHIP & MISC	62,696	71,749	69,663	6,967	(2,086)	49,009	Membership, interest income, miscellaneous gifts/contributor
<u>TOTAL REVENUE</u>	<u>28,055,907</u>	<u>28,232,339</u>	<u>28,249,292</u>	<u>193,385</u>	<u>16,953</u>	<u>26,260,305</u>	
<u>EXPENSES</u>							
COST OF GOODS SOLD	5,588,595	5,838,887	5,910,270	321,675	71,383	5,338,756	Food costs, products and costs associated with generating re
DIRECT OP EXPENSES	7,982,341	8,093,397	8,254,502	272,161	161,105	7,265,522	Salaries/wages/fringes, general expenses for the revenue uni
SUPPORT SERVICES	2,558,256	2,388,519	2,349,323	(208,933)	(39,196)	2,120,099	
FACILITIES	4,027,156	3,911,268	3,867,862	(159,294)	(43,406)	3,786,494	
PROGRAMS & LEADERSHIP	955,487	910,395	953,805	(1,682)	43,410	903,533	Includes cost of WUD no fee or admission cost programming
DEPRECIATION/BUILDINGS	341,838	225,121	225,121	(116,717)		212,949	
MAJOR REPRS/BLDGS & EC	1,606,262	1,608,535	1,608,535	2,273		1,946,843	Includes UBP commitment
UTILITIES/TAXES/INS/TELEF	444,675	428,752	427,961	(16,714)	(791)	409,873	
STATE/UW ASSESSMENTS	876,225	831,669	831,669	(44,556)		896,723	
INTEREST EXPENSE/BONDI	3,569,825	3,676,274	3,676,274	106,449		3,111,534	
OTHER & OFFSETTING EXP	382,615	144,530	190,387	(192,228)	45,857	256,517	Wiscard credit card fees, UBP project swf, cashier testing ser
<u>TOTAL EXPENSE</u>	<u>28,333,275</u>	<u>28,057,347</u>	<u>28,295,709</u>	<u>(37,566)</u>	<u>238,362</u>	<u>26,248,843</u>	
<u>NET INCOME(LOSS)</u>	<u>(277,368)</u>	<u>174,992</u>	<u>(46,417)</u>	<u>230,951</u>	<u>(221,409)</u>	<u>11,462</u>	

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Union Council Meeting Minutes **March 24, 2015**

MEMBERS			
		Derek Field, ASM Representative	X
Juli Aulik, Alumni Rep		Mark Guthrie, Secretary	
Daniel Bahn, VP- Leadership Development	X	Jenny Knoepfel, VP- Public Relations	X
Sarah Bergman, President	X	William Lipske, Academic Staff	X
Lori Berquam, Ex- Officio		Peter Lipton, Faculty Representative	
George Cutlip, Alumni Rep (WAA)	X	Devon Maier, ASM Representative	X
Susan Dibbell, Ex- Officio	X	Bill Mulligan, VP- Program Administration	X
Abby Douglas, WUD Representative	X	Annie Paul, ASM Representative	X
Gen Carter, ASM Chair		Hank Walter, Treasurer	X

Guests: Naiya Patel, Director's Office Assistant; Professor Charles Cohen, Lubar Institute for the Study of the Abrahamic Religions; Cole Dreier, Atheists, Humanists, and Agnostics Association; Naman Siad, Muslim Student Association; Jack Comeau, incoming Union President; and incoming Union Vice Presidents Philip Ostrov, Khea Yashadhana, and Tyler O'Connell.

TOPIC	DISCUSSION	ACTION
Call to Order	Sarah Bergman called the meeting to order at 6:00 pm.	
Open Forum	<p>Professor Charles Cohen, President of Muslim Students, Naman Siad, and Atheists, Humanists, and Agnostics member, Cole Dreier, spoke in regards to the Union establishing a Reflection Room.</p> <p>Professor Cohen stated he was here to speak to a question on why the union. I would say why not. How could it not be? 3 things one could say. 1. Many other schools who have reflection rooms. These rooms are located in major buildings. 2. You've already done it before. Some years ago when this issue first came up a room was given. 3. Best argument is made by the Union itself, calling itself the iconic social and cultural heart and soul of this University. Value #1 in the mission statement says respect for all people, nurturing, etc. This room would demonstrate respect for different individuals and be especially welcoming to international students who will utilize this room very well. It is a way of accepting all individuals with different practices.</p> <p>Cole Dreier, Vice President of AHA, spoke about fielding a question from a student who asked where on campus a spot is for meditation. He did not have an answer to his request. Others have expressed similar requests. Those students who wish to meditate for health reasons need a place to meditate respectfully. AHA has about 1,000 members who are not a member of a religious association and they do not have a church, mosque, temple, etc. to go to and practice meditation. It is also very important for students who are transitioning to college or to those who are trying to figure out their own religious beliefs. This room would allow a transition/ someplace to practice this healthy mindful technique. Students are not asking for an empty room just to ask for it. There are many articles from the Mayo Clinic and Harvard Medical School that show the benefits of meditation.</p> <p>Naman Siad, president of the Muslim Student Association spoke as someone who has used the reflection room when it was available before. Followers of the Muslim faith pray 5 times throughout a day. There is a mosque on Orchard Street, for people on that side of campus. Others have stopped in stairways and have prayed and other areas where they are disturbed. As a student who utilized the Reflection Room when it was around Muslim students weren't the only ones using the room? There were many other students utilizing this area. Personally it decreased the amount</p>	

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<p>MODA and nudity</p>	<p>of stress because she was able to have a central location to go do her prayers.</p> <p>Religious diversity isn't always talked about on a campus that is very divers. This room would be utilized to all students. A strong message as a university to allow students to have their own identity.</p> <p>MODA Katie van Dam, Publications Director</p> <p>The Spring issue of MODA will include photos of the naked female form that is not pornographic. The magazine has expanded to include a men's and art section this fall. We strive to have all of our online and other pictures be respectful. The spring issue has photos taken by a senior MODA committee member. It is tastefully artistic and talks about the struggles she faced through sexual abuse. This type of issue would make a good discussion to bring out such issues on campus amongst students.</p> <p>Questions:</p> <p>Hank Walter: I don't know how it will be taken by students and what sort of conversations will be brought up. Is this something that the Society and Politics Committee might program about? Jack Comeau stated he would be happy to talk about that with Publications committee members.</p> <p>Publication will be April 30 and they will be available online in Mid-May.</p> <p>Devon Maier made a motion to approve the minutes from last month's meeting. Derek Field seconded the motion. Motion passed unanimously..</p>	
<p>Closed Forum</p> <p>2015-2016 Directorate Slate</p>	<p>Sarah Bergman requested someone make a motion to close the meeting for the purpose of reviewing the proposed Directorate appointments. Devon made a motion to move into closed session and Hank seconded the motion. All approved.</p> <p>CLOSED Session.</p> <p>Jenny Knoepfel moved to approve the 2015-16 Directorate slate as proposed. Daniel Banh seconded. Motion passed unanimously.</p>	
<p>Riding Update</p>	<p>Abby Douglas gave a summary of the Hooper Riding Club situation. The Riding Club is projecting a financial deficit close to \$55,000. There are efforts being undertaken to improve the situation, such as price changes and fundraising efforts. Abby stated that the worst case scenario is \$60,000, but they are expecting it'll come down to a \$30,000 deficit and Hoopers will have to cover that.</p> <p>This is not the first time the Riding Club has struggled. Union Council appointed a committee to review issues when this happened previously. Internally this has already started happening. As Hooper Council President, Abby and the full time staff have been sitting in on meetings to keep tabs on what is going on. Hooper Council has required the Riding Club make a</p>	

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<p>Distribution of Free Print Policy</p> <p>Reflection Room</p>	<p>presentation on their financial status and plan at each Hooper Council meeting. The financial statements will also be reviewed more closely after the summer.</p> <p>Annie Paul asked if the Riding Club is the same thing as the Equestrian Team. Abby clarified that the Equestrian Team uses the horses and is connected to the Riding Club. Furthermore, Annie asked what sort of unfortunate event had caused this financial deficit and could it have been avoided? Abby stated that the Club didn't realize they were behind on their mortgage payments. When they were applied this year it increased the deficit greatly. There has also been a change in the club dynamic and the transition hasn't gone as smoothly as they had hoped.</p> <p>Derek Field asked if there was a "safety" fund that the Riding Club had that would cover costs in an event like this.</p> <p>Abby stated that there wasn't due to the fact that the Riding Club has not been able to save money in the past few years. They're trying to establish something for future uses and in situations like this one.</p> <p>Hank commented and hoped people understand that Abby is coming forward with this situation as soon as she did. He also added that Hoopers is important to the union and university. Although the Riding Club is a self-sustaining club, if they can't make it financially, then Hoopers is responsible for the Riding Club's finances, and then if that doesn't work, in the long run the Union must cover the deficit. One of the challenges that the Riding Club faces is that they are the only club who has to pay for their own facilities. Should the Riding Club go under, MUBA owns the property and has to pay the mortgage. If the Riding Club had to close the stable, there is no guarantee that MUBA would be able to sell the property quickly and thus would be left paying the mortgage and taxes. Abby pointed out that the Riding Club also can't easily cut some expenses because they're working with live animals.</p> <p>Derek Field moved to approve the proposed Policy on Distribution of Free Print (attached). Devon seconded the motion. Motion passed unanimously.</p> <p>Jenny Knoepfel, Chair of the Facilities sub-committee, has been struggling with the issue of a Reflection Room since last semester. None of the subcommittee members are knowledgeable on this issue and how to structure the room or develop procedures. Ms. Knoepfel proposed to create a subcommittee in order to handle this and because there are other areas that need attention by Facilities.</p> <p>Derek Field inquired who would be on the subcommittee. Ms. Knoepfel stated a building manager, a staff member from the Campus Events Services Office, Assistant Director for Facilities Paul Broadhead, students from Directorate, students from supporting groups, and Khea Yashadhana, next year's Vice President for External Relations.</p> <p>Annie Paul asked if the Council is being asked to approve the Reflection Room or if the question of whether to have one would be left to the new subcommittee. Sarah Bergman replied that the desire is to have the subcommittee consider all aspects of the decision. Ms. Knoepfel said that philosophically, everyone on the Facilities subcommittee agrees that</p>	
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	<p>Memorial Union should have a Reflection Room. The logistics are where the difficulty is. The committee doesn't have the expertise to design/manage this Reflection Room and needs further guidance.</p> <p>Hank Walter stated that this kind of a room is not unusual in unions across the country. Mr. Walter has spoken with staff at the unions at Ohio State and Michigan to learn about their experience with reflection rooms. If the Facilities subcommittee does support this and Council does too, then we should approve the creation of a Reflection Room and charge the subcommittee to work with staff to implement it. Other universities have been able to make this work so we should be able to figure it out as well.</p> <p>George Cutlip stated that we should look into it since other universities have done this. It's our duty to the students. We could set up a schedule for everyone to understand what would be going on during certain times of the day. Like times to expect a lot of Muslim prayer traffic.</p> <p>Devon Maier moved that the Union create a Reflection Room as a part of Phase 2 of Memorial Union and a committee to be established to review any logistical issues. Will Lipske seconded the motion</p> <p>The motion was approved with 10 in favor and 1 abstention.</p>	
Reports	<p>Daniel Banh is working to implement a mini conference with the Jones Leadership Center to discuss diversity and individuality.</p>	
Vice President for Leadership Development	<p>Sarah Bergman has been working on Revelry, especially looking for funding and donations. A private donor is making a donation. President-Elect Jack Comeau, Dean Lori Berquam, the Revelry director and Sarah are going to discuss how it will be more sustainable.</p>	
President	<p>Sarah has been working on a speaker series or program that was funded by a MUBA member but plans have fallen through. Everyone is still really excited about the speaker series even though things won't happen this year.</p>	
Treasurer	<p>The big news is that the Memorial Union Phase 2 contractor bids came in a little under budget, which means the project can go forward and we're really excited for that. The next steps will be for the Department of Administration to create the contract and have it signed by the contractor and the Governor.</p> <p>In other news, the Badger Herald website is running a story that a campus crime reporting log shows that on March 19, someone reported that on March 6 there was a sexual assault at 800 Langdon Street, which is Memorial Union. We have been looking into this and can say that: 1. We are confident that there is no ongoing threat to anyone and no reason to be fearful. 2. There is not a police investigation. 3 We have been in contact with the Office of the Dean of Students. Our priorities are the person who reported it, first, and then trying to send a message that there isn't a security threat. The UW Police were clear that there is no threat to anyone's security. Any questions?</p>	

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	<p>Devon Maier: Do we have any reason to be concerned about the building project moving forward. Hank stated that the project is fully enumerated and approved by the State Building Commission.</p> <p>Will Lipske asked who the CSAs are at the Union? Hank does not know that answer but will provide it for next month.</p> <p>Hank Walter also reported that staff are working on a project to use data to make better decisions. The Union will hire a project manager for Phase 2. series of winter gatherings in order to understand what student employees need more than</p> <p>It has been a challenging year to be president of Hoofers, and he commended Abby for handling a number of major issues very well. We're all very lucky to have her here.</p>	
ASM	<p>Derek Field: ASM just had elections. May 1st is when the official turnover will happen.</p> <p>They have been working to gather information on how the budget cut will effect students. Getting information from other universities as well.</p> <p>Also, reviewing funding of student organization through ASM. There are a lot of financial stipulations. We are also trying to retain people who ran for office but didn't win the election.</p>	
Vice President for Program Administration	<p>Bill Mulligan reported that the Chancellor has informed WUD that there is enough carryover in Late Night Programming Funding that she will not need to increment it for next year. He has also been working on a WUD branding survey and looking at next year's budget. Bill has been working on the issues related to student wages that Council referred to the Administration Subcommittee.</p>	
WUD Rep/External Relations	<p>Abby Douglas announced that they will have 2 policies to bring to Union Council after the External Relations Subcommittee's meeting tomorrow.</p>	
Vice President for Public Relations	<p>Jenny Knoepfel reported that Directorate has hired a visual manager. In addition, she has been finalizing all the details with the branding project and transition to more consistent logos for all the WUD committees. Jenny has also been working with PubCom (Publications Committee) to get magazine racks in both union buildings and for the Art committee to get signage for the galleries.</p>	
Charge Regarding Hooper Sailing Club Summer Events	<p>Sarah Bergman gave a summary of the background regarding this proposed charge. Every summer the Sailing Club has two events: Pirate's Day and Commodore's Cup. Unfortunately there have been many problems in the past with drinking. The aim of the proposal is not to shut down the event; but to keep everyone safe and to follow campus policy.</p> <p>Bill Mulligan asked about behavior where student staff are being harassed. This charge doesn't really address that.</p>	

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	<p>Abby Douglas suggested that an expectation of following Hoofer behavioral standards should be added to the charge statement as a 4th bullet or number 1. It was incorporated into Item #1.</p> <p>For point 4, the compliance report should come from the facilities director, but with input from the Hoofer student representative and Hoofer advisor.</p> <p>George Cutlip asked who makes the call that someone is under the influence. The building manager and sober monitors do.</p> <p>Will Lipske suggested that, rather than specifying students and Union members, because other guests participate in some events, the charge statement should refer to 'event attendees'.</p> <p>Devon Maier moved to approve the charge with the recommended changes discussed (above). Jenny Knoeppel seconded.</p> <p>Motion passed by voice vote.</p> <p>Meeting adjourned.</p>	
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