



**Santos Manuel
Student Union**

CAL STATE SAN BERNARDINO

**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Executive Committee Meeting
Monday, July 31, 2017
Minutes**

Members Present: Jodi Buckley, Aaron Burgess, Riane Castro, Derick Prince

Members Absent: Dionely Acosta, Dr. Alysson Satterlund

Staff Present: Susan Avery, Vilayat Del Rossi, Andrea Okoh, Michael Palacios,
Anthony Roberson, Dr. Lynn Nester, Trent Morgan

Guests Present: None

Call to Order: The meeting was called to order at 3:04 p.m.

Roll Call: A verbal roll call of attendees was conducted.

Open Forum: None

Adoption of Agenda: M/S Burgess/Buckley

EC 1/18 RWC Fitness Floor Mirrors Purchase

M/S Buckley/Burgess to approve RWC Fitness Floor Mirrors Purchase not to exceed \$5,500.

Dr. Nester shared that the RWC recommends reconfiguring the layout of the fitness floor when the flooring is replaced in August. The reconfiguration with the addition of some mirrors will increase the functionality of the fitness floor and enable the addition of a second free-weight area. Mr. Palacios added that the installation of the mirrors works well with the framework of the building and is a suitable addition.

Rising count 4 - 0 - 0. Motion passed.

EC 2/18 RWC Equipment Move

M/S Buckley/Burgess to approve RWC Equipment Move not to exceed \$4,995.

Dr. Nester shared with the committee that in the interest of time and minimizing the amount of time the building is closed, the RWC would like to move the equipment off in one day and move the equipment back in one day after installing the flooring. Dr. Nester added that it is in the corporation's best interest to hire professionals that specialize in moving equipment and have the proper insurance for these types of moves. Dr. Nester recommends moving forward with TS Governments Solutions. Mr. Palacios concurred with that recommendation as it is appropriately priced.

Mr. Burgess recommended that VIP be notified to ensure they do not come in and negotiate a reduction in cost for the period which the RWC is closed to the public.

Rising count 4 – 0 – 0. Motion passed.

EC 3/18 RWC Men's Sauna Repair

M/S Burgess/Buckley to approve the RWC Men's Sauna Repair not to exceed \$11,025.

Dr. Nester shared that the Men's sauna is a heavily used facility and on occasion has been misused which has caused a quicker decline of the interior. Dr. Nester proposed replacing the equipment and the interior during the week the Recreation & Wellness Department will be closed. Mr. Palacios added that the restoration of the interior is definitely needed. Mr. Prince asked how the sauna had been misused. Mr. Palacios explained that certain nozzles are sometimes tampered with and excess heat and water damages the interior. A discussion ensued regarding preventing future misuse.

Mr. Burgess shared with the Committee the details of the estimate and recommended having a conversation with the vendor to fulfill the needs of the facility and minimize misuse. Mr. Burgess recommended proceeding with the repairs unless an issue arises.

Rising count 4 – 0 – 0. Motion passed.

EC 4/18 RWC Open Gym Walls Replacement

M/S Buckley/Castro to approve the RWC Open Gym Wall Replacement not to exceed \$24,600.

Dr. Nester shared with the Committee the way the Open Gym was not designed and constructed for indoor soccer use which has resulted in damage to the walls. Repairs have been done to patch the holes and cracks made to the walls; however, repairs are needed to resolve the issue and allow for continued indoor soccer use.

Mr. Roberson detailed the process of installing plywood up to 16 feet high and covering the plywood with RFP which will result in a smooth texture. Scaffolding will be required while they install the plywood, but it is possible to do one side at a time to allow for partial use of the gym. The project is estimated to last three weeks and the singular quote provided to the Board is by a company that does a lot of work on campus. Two other bids will be submitted, not to exceed \$24,600. The quotes will be presented to the Board at a future date.

M/S Burgess/Castro to table this agenda item.

Rising count 4 – 0 – 0. Motion passed.

EC 5/18 SMSU Bay Carpeting

M/S Buckley/Burgess to approve the SMSU Bay Carpeting not to exceed \$3,985.

Mr. Roberson shared with the Committee that new carpeting is needed in the Bay. Mr. Roberson proposed using carpet tiles which allows for easy cleaning and easy repairs. A standard one-year warranty is provided by the company.

Rising count 4 – 0 – 0. Motion passed.

EC 6/18 RWC Fitness Floor Electrical Outlets

M/S Buckley/Prince to approve RWC Fitness Floor Electrical Outlets not to exceed \$9,990.

Dr. Nester shared with the Committee that there are electrical outlets throughout the flooring of the RWC that will need to be replaced prior to installing the new flooring. In efforts to ensure the outlets are being handled properly, Facilities Management will be pulling those outlets prior to the floor installation and replacing them with new outlets. Mr. Palacios stated that new outlets are needed for the new flooring considering the difference in thickness. Dr. Nester expressed concern with the price. Ms. Okoh commented that new covers may be needed. Mr. Burgess commented that he spoke with Facilities Management and the high quote was given to avoid adjustments and overages, but will likely be less.

Rising count 4 – 0 – 0. Motion passed.

Announcements: Dr. Nester introduced Mr. Vilayat Del Rossi, Assistant Director of Fitness and Wellness.

Adjournment: The meeting was adjourned at 3:59 p.m.

Minutes approved by:



Dionely Acosta, Secretary, SMSU Board of Directors

10/16/17
Date