

Minutes
Monthly Meeting
December 6, 2023

Attendees:

Steven Deutsch	Brian Obach
Melinda Cirillo	Kevin Saunders
Michele Halstead	Michael Patterson
Michael Cavalieri	Stella Turk

Recording Secretary: Melinda Cirillo

Call to Order: 12:12pm

Agenda

Steve begins by welcoming the board members and thanking them for being able to meet via Zoom. **Steve** asks if everyone has received the agenda and asks if there are any questions. There are none.

Market

Steve began by commenting that the insurance company recommends strongly against having vendors that are not self-insured. If the vendors wanted to insure themselves via CAS insurance, the price would be \$75 per person per event, which would likely take away profits from those vending there. **Steve** says that Mike Patterson proposed a possible solution which would be to go through student clubs. **Steve** turns the floor to Mike to expand on his proposal. **Mike P** explained that in the past when they have done events through the Student Association, the vendor would fill out a vendor application and the student club would retain 20% of the sales, which would be the fee for them to sell at the event. The market could take a similar route, but the vendor would instead have to pay the Student Association and it would be retained as fundraising funds. **Mike P** commented that the only restriction would be that a club could not be created just to sell a particular item, because clubs cannot be created for self-benefit. **Brian** asked how a student would personally benefit financially from a club? **Mike P** explained that if a student in the club hosts the event, collects the funds, and then the funds made become “fundraiser funds,” then the funds along with the 20% could not in turn be collected for themselves. **Mike P** noted that this restriction is a bit difficult and confusing, and it would inevitably just be a conflict of interest. **Brian** stated that it seems it would be more of a benefit to the club than the individual. He continued by asking if anyone knows how the craft fair on the terrace hosted by the Unison

worked if it had a bunch of different vendors. **Mel** said that they were charged by CAS for renting the space, they provided a third-party insurance certificate which covered all of their vendors. **Brian** asked if Mel knew what Unison paid for the third-party insurance? **Mel** said that she did not know, she only knows that they rented the space. **Brian** asked if they verified that they were insured? **Mel** said yes, but the certificate does not contain information related to the price of the insurance. **Brian** asked Mike what kind of student organization would be interested in partnering with the vendors for the market? **Mike P** said that it could be any governing body in an organization or any recognized student group, and notes that Take Back the Night and the Earth Day event used to do it every year for their events. He continued by stating that it would be more of an open opportunity and the student groups can decide if they want to use it as a fundraising opportunity. **Mike P** said that he is unsure if the students had been charged to participate in the market in the past, but if they have not now there will be the 20% fee. **Mike P** asked Steve if he knows if the students had been charged in the past. **Steve** said that it depended whether or not the students were selling something. **Mike P** said that if the students are used to selling things, then they should already be accustomed to the idea of having to pay a fee to use their property to sell, which is the basis of the fundraising fee from the Student Association. **Mike P** believed that there will be student groups that will be interested once they know it is an option. **Brian** asks if Steve ever did the assessment of what the market would cost? **Steve** turned the question to **Mel**; she said that there are no updated figures because there is no longer a staff member dedicated to market function, but she can get them together and send them out to the group. **Steve** continued by stating that whenever Mel has run a profit and loss statement in the past, the cost of whoever was running it was always what inevitably put them in the red. **Brian** asked if there is any way that CAS could provide a small compensation for someone to run the market, since the students have expressed how much they value it. **Brian** continued that a student group running it would be ideal but, in the past, there have been passionate students who run things who inevitably graduate and let the event fall to the wayside. **Brian** believed if there was a way in which CAS could support the coordination that it would provide more stability for the event. **Steve** commented that the market has lost money since they created it but the liability issues now make it more worrisome. **Brian** suggested that if the students take over, all that is left is the small expense to CAS to ensure longevity of the event. **Steve** asked how it would work for CAS to pay for it if it is a student run club? **Brian** said that he does not know, but it does not seem impossible. **Steve** asked Mike if it is possible for CAS to subsidize the market if it were run by a student club. **Mike P** said that he is not sure and they would have to look into it, but most student clubs do not want other people running their events for them. **Mike P** was unsure what the gap between CAS and the student club would look like. **Steve** asked if CAS could form a group whose purpose would be to run the market? **Mike P** said yes but the person that forms the group could not be the ones selling their own wares because it would be a conflict of interest. **Brain** commented that it would likely not be a conflict unless the student themselves were the ones selling. **Mike P** said that if the group was formed to host the market, then the leadership of the group would not be able to sell at the market. **Kevin** suggested the idea of keeping CAS the

sponsor of the event and having a manager in place on market days, but the only people selling be members of clubs. **Mike P** said that Kevin's idea was how it originated but the market transformed, but in that case then yes, the clubs would be the ones insuring the vendors but that question is better suited for CAS. **Steve** asked if it would work to make the requirement of order selling at the market one had to be a part of a club. **Mike P** said that student groups have always had the opportunity to participate but the question is whether or not the groups would be charged to participate? **Mel** said that the rules put in place right now state that if you are a student club you are not allowed to table at the market because of tax issues, so she can guarantee that no vendors at the market right now are clubs. **Brian** noted that there are student clubs that table, but he is unsure if they are selling anything. **Mike P** said that the jewelry making, and ceramics clubs would be the only ones who could sell anything, and those clubs are departmental groups, not Student Association groups. **Brian** asked if selling correlates to insuring, because there are groups who come and table without being insured. **Mike P** noted that those tables would likely have a host which takes liability for those groups. **Brian** asked if they are covered (insured) because they are a guest of a student group. **Mike P** said yes, and because there is no selling and no cash exchanged. **Steve** suggested tabling this issue for now, since the members cannot vote due to absence anyway. **Steve** said that there will be another meeting before the next market, so they will vote on the issue and modifications then. **Brian** asked if the market would seize immediately upon that vote? **Steve** said that there will be no action until the members vote. **Brian** commented that in light of the absence of the students on the board, that the vote should be held off until the next meeting.

Peregrine Dining Renovations

Steve turned to Mel and asks her if she received the files, he sent her to update the members on the design process for Peregrine. **Mel** shares her screen and displays the outside concept plan of Peregrine. **Steve** explained that this view of the outside is not final, but this is a pretty advanced design. The concept features a terrace on the second floor and an entrance on the south side of the building. **Steve** noted that Mike had expressed the importance of the entrance being center facing, since most students enter through the center. Due to this, the image displayed is fairly concrete of the final concept besides the change of the door to the center of the building. The next image is the proposed first floor plan. The CAS offices are shown in pink and will be on the South- Eastern portion of the building, the center (pictures in blue) will remain open, the computer lab (in yellow on the image) will be moved to the Northern part of the building and an elevator and a stairway which go up to the second floor. **Steve** asked Mel if they have a picture of the second floor yet, Mel displayed it on the screen. **Steve** noted that students will walk into the dining hall at the point of sale, there will be serving stations to the right and then two or three platforms (one exhibited as the allergen free section on the diagram) in the dining area to continue the pizza station, allergen stations, etc. **Steve** moved to seating and notes the change from six seat booths to four seats due their infrequent use. **Steve** noted that two seat or four seat tables will be more popular. The second-floor diagram finishes with the outdoor deck. **Kevin**

asked if the deck will have seating on it? **Steve** said yes, and it will likely be fixed seating against the wall so it will be covered by the roof. The rest of the deck will be open space which will add to the building. **Steve** concluded the updated design portion and asks the members for any thoughts or comments. **Kevin** asked if there has been any consideration about the cost of the deck and the usefulness of it, since it will only be able to be used for about three months out of the year. **Kevin** also asked if by “concepts” on the first floor, Steve meant that there would be retail concepts down there. **Steve** noted that Sweets n Treats has been very successful and will definitely be back in some form and adds that they are thinking of having an Oscar’s type of concept down there since it will make the space more inviting and popular. **Steve** then addressed Kevin’s first question and acknowledges concerns about the usefulness of the deck, he says that it will likely be used for four to five months out of the year but believes that it would be beneficial to investigate the cost of the deck further to ensure that it is worth the investment. **Mike P** asked if on the second floor the bathroom can only be reached by going through the point of sale? Mel states that that point has been brought up before and will be addressed in the next set of updated concept plans. **Mike P** then asked if the yellow section on the second floor is just a cue space to the point of sale? **Steve** believed that the yellow will likely end up being seating. **Mel** stated that it may not just be tables, but a seating area where students can just hang out. **Brian** asks for clarification of where the tables on the deck will go. **Steve** explained that the tables will be fixed and, on the wall, so they are under the roof. **Brian** points out that he typically prefers to sit by the rail when he sits outside.

Student Union Building

Steve moved to the diagram of the SUB, where he explains that the most effective concept would be to use the SUB for both residential and retail. **Steve** focused the members attention to the orange shaded portions of the diagram, which will be where the pizza, WOW café, and the east dining room. **Steve** suggested that if they could add a station or two of a salad/sandwich bar they could potentially provide residential dining for up to 200 people. **Steve** noted that the retail vendors would be moved to where the salad or coffee area are, and then additional retail seating would be added near SUB 100N next to the new Sodexo office. **Steve** continued that this plan would allow almost all the dining in one location for three years and allows them to offset additional residential dining service for Element 93 during the weekend, which it is currently not used. This allows them to not rent tents and stay within their own spaces for three years. **Steve** commented that everyone has liked this idea so far and asks the members for any thoughts or questions. **Mike P** notes that the seating in SUB 100N would take away from programmable space, and asks if it would be taken away, or would there be a way to make it reservable for student events? **Steve** acknowledged that making the space into a swing space would be great, and believed that this is the best option out of others that they have looked at. **Kevin** asked if the pizza concept would go offline for three years? **Steve** said no and explained that it would be within the orange space of the diagram, and that at least 3 or 4 of the “platforms” would be necessary to effectively present a good residential program. **Mike P** asked if the pizza will be

part retail dining or the meal plan? **Steve** said it will be from the meal plan. **Steve** redirected to logistic issues that need to be solved, the first being the small size of the kitchen for this capacity of dining. **Steve** noted that there is a big challenge with dishwashers with this design as well, as the one in the SUB is much smaller than the one in PDH. **Steve** believed that the biggest challenge will be that there will have to be another renovation to prepare for the new plan at the SUB for three years, and it will have to happen fairly quickly. The funding for these renovations is at the forefront of the issue, and determining who will fund the project. **Mike P** commented that he thinks there is dead space in the loading dock area, and asks if there is a way to reconfigure it to serve to help with some of the other areas lacking space. **Steve** said that a dishwasher could possibly go down there if there is adequate space and plumbing and notes that they will have to get creative in that way to make the SUB plans happen. **Michele** asks if there could be a possibility of putting seating in the area between the elevator and SUB 100? **Steve** says yes but it is a very unappealing area of campus, and it would be expensive due to asbestos being above and below it. **Mike P** commented that he would imagine that there would be renovation on this area in the future, but it would not happen until after this project needed to be completed. **Mike P** also noted that that area is also programmable space, so they would have to work with the student union to figure out how to salvage some of the space for that. **Mel** noted that KSQ has this on their radar and will make updates with ideas on how to make all of these issues work. **Mel** continues that she is aware that there are mobile washing machine trucks, and wonders if they have such a thing for a dishwashing capacity. **Mike C** said that they do. **Steve** noted that he will keep the members updated with changes to the renovations. **Steve** asked if there are any other thoughts or questions. There are none. **Steve** concluded by reminding the members that the holiday party will be on December 22 at noon at Apple Greens.

Steve motions to dismiss the meeting. All agree.

Steve thanks the members and wishes them all a happy holiday.

Meeting Adjourned.