

**New Mexico Student Union Board  
Sub Board Meeting Minutes  
September 18, 2007**

Attendees: John Benavidez, Trey Smith, Ashley Fate, Brandon Ryan, Alex Beach, Debbie Morris, Nancy Pistorius, Christopher Ramirez, Matt Beck

Absent: Joseph Garcia, Matt Barnes, Dr. Cheo Torres

Staff: Carol Scott, Tim Backes, Matt Henderson, Edwina Garcia, Walt Miller

1. Call to order

The Meeting was called to order at 8:06 am by Ashley Fate as officers have not been selected yet.

2. Introductions:

As this is the start of a new year and there are new SUB Board members, Ashley asked all members to introduced themselves and explain what organization they represent.

3. Public Comment

There was no public comment at this time.

4. Membership List (*handout*)

The membership list handout was distributed, members were asked to make changes, corrections and to create a final membership list. The revised list will be sent out electronically.

5. Bylaws Distribution (*handout*)

Walt Miller distributed the Bylaws and Constitutional documents for the NM SUB Board members.

6. Officer Election 2007-2008

- President: Matt Beck was nominated and by acclamation was elected President
- Vice President: Brandon Ryan was nominated and by acclamation was elected Vice President

7. Committee Assignments (*handout*)

- Retail/Marketing: (3 students, 1 Faculty, 1 Administration)

Members: Brandon Ryan, Ashley Fate, Matt Barnes, Christopher Ramirez, Professor John Benevidez, + 1 Administrator (possibly Ryan)

- Space Allocation: (4 students, 1 Faculty, 1 Administration)

Members: Matt Barnes, Brandon Ryan, Ashley Fate, Christopher Ramirez, Nancy Pistorius, Debbie Morris

- Appeal: (2 students, 1 Faculty, 1 Alumni)

Members: Matt Beck, Trey Smith, Alex Beach, Professor Benevidez

8. April 24, 2007 Minutes- Approval:

A motion was made and approved to accept the minutes of the April 24, 2007 meeting.

M/S/P Debbie Morris, Nancy Pistorius

9. Future Meeting Dates and Times

It was decided that the SUB Board would meet on the 3<sup>rd</sup> Tuesday of October and November, 2007. There will not be a SUB Board meeting held in December, 2007

10. Director's Report

1. Food Services RFP process/focus group: Update provided. Pre-bid meeting will be held on November 8, 2007. All bids are due by January 7, 2008.

2. Facility Project Status

Ballroom divider walls- will be completed by mid October

Ballroom carpet- will be replaced by the end of November

Additional furniture: Higher Grounds, Patio, Ballroom chairs/meeting tables,

TV monitor replacement- in process

Comcast- CSTV availability- to be re-installed

3. Cornell Mall Project- Fall Semester project for a studio class in Architecture & Planning

4. Building Hours- restated- midnight closing- 7-days a week

11. SUB Fall Opening

Daily activity and traffic is up. Food sales are up.

The board discussed implementation of a new table-top device for promotion of student programs as compared to previous table tents.

12. 2006-2007 Year-End Fiscal Report (handout)- Tim/Edwina

Tim distributed Fiscal Year end report for fiscal year 2006-2007. There was a discussion of reduction of negative fund balance by \$ 269,208.50

13. Student Organization Space Allocation Update- Tim

Tim Backes provided information to the Board to let them know that not all Student groups had been checked in. His focus now is on creating a waiting list for student organizations that were not awarded space. The student organizations not awarded space will be put on the waiting list to fill vacancies as they come available.

14. Marketing Activities and Events – Matt

Matt Henderson introduced a couple of new Web page items to the Board.

1. Red/Green program- campus “green” focus – this web page gives students ideas on how to be “green” on campus. Several ideas that are introduced on the web page are:

Student Organization Recycle Bin for paper

Entrance Recycle Bin

Campus Sustainability Committee

2. SUB Board Web page- this is new feature on the Student Union website for SUB Board members and the interested public to view SUB Board business such as the agenda for the next meeting or the minutes of the previous meeting.

15. Old Business

There was no old business at this time.

16. New Business

1. Carol Scott from Aramark told the Board about a couple of events scheduled for October.

A. An International chef from Ireland will be cooking at La Posada on October 15 and 16, 2007.

B. Lobo Cookie Program- to help Breast Cancer Awareness efforts.

Carol also suggested that the SUB Board has the option to provide “greenware” plastic utensils in the Student Union dining establishments.

2. Trey Smith asked for a continuous update throughout the process on the RFP for Food/Dining services.

3. Ashley Fate provided the Board with an update on the ASUNM Craft Center Mural

17. Adjournment: The meeting was adjourned at 9:01 am