

**University Recreation & Wellness Advisory Board
Meeting Minutes**

Date: November 3, 2017

Time: 12:00pm

Location: University Recreation and Wellness Center

Attendees:

Sam Palmer - Chair, All Campus Representative
Sarah Heemstra - Vice Chair, All Campus Representative
Chloe Huelsnitz - Council of Graduate Students
Sonya Ewert - Professional Student Government
Bennett Olupo - Minnesota Student Association
Max Chu - Minnesota Student Association
Claudia Dube - Panhellenic Council
Abby Doeksen - Undergraduate Housing Representative
Azhar Akesh - International Student and Scholar Services
Fred Clayton - Civil Service St. Paul
David Okita - Civil Service Minneapolis
Ryan Warren - P & A Staff
Dr. George Brown - Ex-Officio, Recreation and Wellness
Karen Lovro - Budget Subcommittee, Recreation and Wellness

Regrets:

Griffin Ehlen - Interfraternity Council
Jonang Thao - Multicultural Greek Council
Fardowsa Hassan - Multicultural Center for Academic Excellence
Dr. Connie Magnuson - Faculty - School of Kinesiology

Staff Advisors:

Ryan Townzen - Recreation and Wellness
Mikayla Miller - Recreation and Wellness

Guests:

Caley Conney - Recreation and Wellness
Angela Davis - French Meadow Bakery
Brent Phillips - French Meadow Bakery

I. Call to Order

Chair Palmer called the meeting to order at 12:06pm.

II. Approval of Previous Meeting Minutes

The October 11, 2017 meeting Minutes were distributed to all attendees. After a short review by the Board, Ms. Dube requested corrections to the ‘Attendees List’ of the Minutes. After no further discussion, Mr. Olupo motioned to approve the Minutes, with a second from Mr. Chu. All were in favor, and the motion to approve the Minutes passed.

III. Introductions

Mr. Palmer welcomed the group, and invited all attendees to introduce themselves.

IV. Amendment

Mr. Palmer welcomed Ms. Heemstra as the Vice-Chair to introduce an amendment to the current URWAB constitution in order to clarify the fees process.

Ms. Heemstra proposed changing the name of the committee to more accurately describe the actions of the group, and changing the membership structure and student and professional staff representation of the sub-committee. Ms. Lovro detailed the current progress of the Finance Sub-Committee. She noted that they plan to meet in early December 2017 and are still soliciting a third student member.

No additional comments or questions were presented. A motion to make this amendment to the URWAB constitution was made by Mr. Olupo, and second by Mr. Clayton. All were in favor, and the motion passed.

V. Updates

Mr. Palmer introduced this agenda item, and invited Dr. Brown to kick off this agenda item:

a. Projects

- i. **Roofing** - This project is still on-going, with anticipated completion at the end of November 2017. Dr. Brown detailed that access to the Recreation and Wellness Center, and University Avenue Ramp will still be minimally affected due to the project.
- ii. **Recreation and Wellness Field Complex (Dome)** - A new completion target date of November 15th has been established for this project. An Open House event is planned for Thursday, December 7th. Dr. Brown detailed his excitement for the improved location in his update.
- iii. **St. Paul** - Dr. Brown detailed that the feasibility study is still on-going, but good progress has been made that does fall in line with the University’s ‘Master Plan.’ He noted that updates and renovations are still necessary, and supported by Recreation and Wellness.
- iv. **Fieldhouse** - Dr. Brown detailed the approved Fieldhouse renovation project that will use 6.2 million dollars in HEAPR funds to improve the exterior of the building. He added that RecWell does plan to support \$1.1 million to assist with flooring updates, and the anticipated completion date of the project will be Fall 2018.
- v. **French Meadow** - Ms. Angela Davis and Mr. Brent Phillips presented updates on French Meadow’s occupancy and business so far during their time with

Recreation and Wellness. The detailed their new successful partnership with the Golf Course, focus on new menu items and available hours, and (in-progress) updates of their catering menu as highlights. Discussion and questions were presented by attendees, and feedback was presented to Ms. Davis and Mr. Philips (options of longer available hours, item pricing, marketing of local products, sampling, and ‘reward punch cards’). Ms. Davis noted her appreciation of the feedback, and that she would bring this back to the French Meadow team to begin making improvements.

- vi. **Risk Management (Moira Novak)** - Dr. Brown detailed that Ms. Novak is almost complete in her data collection of Recreation and Wellness risk management practices. When her review is complete, she will present her findings to the RecWell management team and assist in the development of any necessary updates.
- vii. **Staffing** - Dr. Brown detailed the following RecWell staffing updates:
 1. Membership Coordinator - Ongoing, is under review at the HR level, and a temp-casual employee is currently filling this vacancy
 2. Outdoor Adventure Coordinator - Confident this role will be filled by January 1, 2018, current operations are going well and are being managed by a temp-casual employee
 3. Assistant Director of Aquatics - Interview are complete, a strong candidate pool has been selected, and will be extending offer in next 7-10 days
- viii. **Homecoming** - Ms. Caley Conney planned RecWell’s annual Homecoming celebration and events, and presented a positive review of the event.
- ix. **Google Allo** - Ms. Conney presented on the contracted, approved sponsorship from Google Allo. She detailed RecWell’s proposed sponsorship strategy moving forward after this successful campaign, and noted that more opportunities may be available.
- x. **Finance Update** - Ms. Lovro detailed current finance projects. She noted that there will be no fee increase, reallocation will continue, and RecWell will be promoting and increasing student development, risk management, mental health training, and social wellness initiatives.

VI. **DRC Discussion**

This agenda item was tabled by the Board for the December 2017 meeting.

VII. **Maggie Introduction & Remarks**

A sincere thank you and appreciation for the work of the Board and Recreation and Wellness was presented, along with a congratulations on a successful NIRSA 2017 event.

Dr. Brown called for a representative for the St. Paul Study, and Ms. Dube volunteered.

VIII. **Announcements**

Mr. Palmer called for announcements from the attendees - no announcements were presented.

IX. **Adjournment**

Mr. Palmer called for a motion to adjourn. Motioned by Mr. Olupo, with a second from Ms. Huelsnitz. All were in favor, and the motion to adjourn was passed (1:07pm).