

**ASSOCIATED STUDENTS UCLA
BOARD OF DIRECTORS**

Services Committee

August 12, 2016

12:00 p.m.

Kerckhoff Hall 417

PRESENT: Roy Champawat, Nathan Glovinsky, Jazz Kiang, Andrew Lewis,
Arielle Mokhtarzadeh, Bob Williams, and Christine Wilson

ABSENT: Patrick Adler and Michaela Boster

MANAGEMENT: Cindy Bolton, Food Service Director
Sandi Gillespie, Association Affairs Manager
Patrick Healey, UCLA Store Director-General Merchandise
Michelle Moyer, Director of Business and Legal Affairs
Karen Noh, Special Projects Director
Lisa Perez, Marketing Director
Neil Yamaguchi, UCLA Store Director-Academic Support
Cesar Vargas, Marketing and Sales Promotion

CALL TO ORDER

Mr. Kiang called the meeting to order at 12:05 p.m.

APPROVAL OF AGENDA

Mr. Kiang called for consent to approve the Associated Students UCLA Board of Director's Services Committee August 12, 2016 Agenda. There being no objections, the motion was approved by unanimous consent.

APPROVAL OF MINUTES

Mr. Kiang called for consent to approve the Associated Students UCLA Board of Director's Services Committee July 15, 2016 Minutes. There being no objections, the motion was approved by unanimous consent.

EXECUTIVE DIRECTOR'S REPORT

Mr. Williams reported on the following items:

- Court of Sciences Student Center, Greenhouse, and Curbside will have some menu options that will be ready for the fall quarter.
- The Pharmacy is currently under construction and the Transfer/Veteran's Center is moving forward.
- Management is beginning the process to replace the Kronos time clocks.
- Management is currently working to redevelop the current coffee discount program and the coffeehouses are considering adding a breakfast program to the menu, e.g. breakfast sandwiches.
- The UCPath system is still underway and management is still trying to determine the final cost which seems significant and will have a major impact on the budget.
- Mr. Champawat has begun working on the project to repair and upgrade the restrooms in both Ackerman Union and Kerckhoff Hall.
- Ackerman Union signage will be added to several areas of the buildings so the Union is clearly identified.
- The slate around Kerckhoff Hall, specifically the mote area is being repaired and the Ackerman Union expansion joint will be addressed this summer. Management is moving forward with the new door locks and the air conditioning in LuValle has been repaired.
- The UCLA Store is also adding more wireless capabilities in the Store.
- Mr. Williams distributed the new BearWear catalog and stated that the catalogs have been mailed to over 100,000 homes. ASUCLA Benefits U is now offering rewards points through an email coupon.
- NCAA has implemented a Clear Bag Policy which states each ticketed fan will be allowed to bring only one clear bag into the venue and a small clutch. The Store will offer clear tote bags for purchase and is also considering offering a clear plastic bag, along with the current paper bags, for \$.10.
- Ms. Noh presented the new ASUCLA institutional website for the committee to view.

CUSTOM PRINT SHOP

Mr. Healey provided a custom print shop presentation which outlined the potential services which would include the following:

- Custom imprinted items, such as shirts, sweatshirts, hats and tchotchkes through traditional manufacturers for moderate to large bulk orders.
- On-demand custom digital printing of apparel items for low quantity orders
- Poster, banner and flyer printing
- Full-service copying and binding
- Design services
- Coordination of use of UCLA marks with ASUCLA Trademark & Licensing

The proposed location is the space currently occupied by GameOn which management would like to close permanently due to low use.

The total of cost of \$59,000 will have payback period of less than 5 years.

The Committee discussed potential names and logos for the service; however, there was not a consensus on a final name. Management will develop a few more ideas and bring them to the committee next month.

Ms. Mokhtarzadeh made a motion, seconded by Ms. Wilson that the Associated Students UCLA Board of Directors Services Committee approve and recommend to the Board of Directors to convert the current GameOn space to a new custom printing retail shop. Mr. Kiang called for a vote. The motion was approved by a vote of 5 yeas and no nays.

EXECUTIVE SESSION

Mr. Kiang called for consent for the Associated Students UCLA Board of Directors Services Committee to enter into Executive Session. There being no objections, the motion was approved by unanimous consent.

The Committee entered into Executive Session at 12:50 p.m.

Mr. Kiang called for consent to exit the Associated Students UCLA Board of Directors Services Committee Executive Session. There being no objections, the motion was approved by unanimous consent.

The Committee exited Executive Session at 12:52 p.m.

Ms. Mokhtarzadeh made a motion, seconded by Ms. Wilson that the Associated Students UCLA Board of Directors Services Committee approve all actions taken in Executive Session. Mr. Kiang called for a vote. The motion was approved by a vote of 5 yeas and no nays.

T-SHIRT DESIGN CONTEST

Ms. Noh provided the timeline for the t-shirt design contest. The committee would like to reserve the Bruin Plaza for the pre-vote event; therefore, the committee will need to reschedule its November meeting to meet earlier in the month to choose the finalists.

COMPOSTING/WASTE REPORT

Ms. Noh provided a waste update that indicated that ASUCA's landfill volume has been reduced by 14% due to composting and recycling.

BRUIN REFLECTION SPACE

The Bruin Reflection Space pilot program is approaching the end of its six month term. The committee agreed to continue the pilot program for another six months while it continues to look for a permanent space. ASUCLA will also work with student programming groups to promote the usage of the space.

Ms. Mokhtarzadeh made a motion, seconded by Mr. Glovinsky that the Associated Students UCLA Board of Directors Services Committee approve and recommend to the Board of Directors to extend the Bruin Reflection Space pilot program for an additional six months. Mr. Kiang called for a vote. The motion was approved by a vote of 4 yeas and no nays.

FIRST FLOOR DINING ROOM UPDATE

Mr. Williams provided two designs from the campus architect for the first floor dining room project. The committee reviewed the plans and had a few suggestions including increasing the number of seats.

EXECUTIVE SESSION

Mr. Kiang called for consent for the Associated Students UCLA Board of Directors Services Committee to enter into Executive Session. There being no objections, the motion was approved by unanimous consent.

The Committee entered into Executive Session at 1:31 p.m.

Mr. Kiang called for consent to exit the Associated Students UCLA Board of Directors Services Committee Executive Session. There being no objections, the motion was approved by unanimous consent.

The Committee exited Executive Session at 1:38 p.m.

ADJOURNMENT

Mr. Kiang called for consent for the Associated Students UCLA Board of Directors Services Committee to adjourn the August 12, 2016 Meeting. There being no objections, the meeting was adjourned at 1:39 p.m.