

**UFFAB Meeting Minutes**  
Thursday January 26, 2012  
Room 303, General Services Building

**Members Present:** Tamla Blunt, Graduate School, Chair  
Laura Bishop, College of Vet. Med. & Bio. Med., Vice Chair  
Jesse Jankowski, College of Engineering  
Cody Stoltenburg, College of Applied Human Sciences  
Chris Johnston, College of Business  
Vincent Crespin, College of Liberal Arts  
Jacob Medina, College of Natural Sciences  
Jenna Muniz, ULC

**Members Not Present:** Lexi Evans, College of Natural Resources

**Members at Large Present:** Andy Shank, ASCSU Representative

**Members at Large Not Present:** Justin Safady, College of Business

**Associate Members Present:**

**Associate Members Not Present:** Elan Alford, Graduate School  
Jessica Toney, College of Business

**Ex – Officio Members Present:** Steve Hultin, Faculty Advisor  
Robert Harris, SFRB Liaison  
Toni Scofield, Staff Support  
Daphne Frey, Staff Support  
Lindsay Brown, Staff Support  
Kristi Buffington, Manager for Space and Information Management, Facilities Management  
Matt Wurst-Caligiari, IT Staff Support  
Patrick Burns, Ex – Officio Member

**Ex – Officio Members Not Present:** Per Hogestad, Facilities Design Consultant

**I. Call to Order**

Meeting called to order.

## **II. Approval of Minutes from December 1, 2011**

Jesse Jankowski noted that the December 1<sup>st</sup> minutes have the MIL lab located in Engineering II and that it needs to be changed to the Engineering Building.

Motion made to approve minutes with the change to the MIL lab by Jacob Medina. Jenna Muniz made second to the motion.

Minutes approved unanimously.

## **III. Microbiology Study Lounge furniture replacement: Kristi Buffington**

Kristi presented The Board with a chair that was previously in the Microbiology study lounge. She explained that the old chairs need to be replaced and has come to The Board for funding. She stated that there is also a sofa that belonged to the lounge that was vandalized and will be being replaced with money from the insurance. She was uncertain of the amount of money the insurance company may grant for the vandalization. Kristi told The Board she would be submitting the claim to the insurance company and the bid will come back to her. She then asked The Board how they wanted to deal with this situation; if they would like to cover the chairs and sofa separately or if they would like to put the two together.

Discussion was opened by explaining that the Microbiology Study Lounge was originally funded by UFFAB in 2005. It was also stated that there are a total of three lounges on campus that the departments are not in charge of and Kristi and Facilities keep an eye on them. There was also discussion on where the chairs would be purchased from and if they had to be purchased from CCI.

Overall The Board came to the conclusion that they would not like to set up a separate account for situations like the Microbiology Study Lounge. The Board wants to see each case presented and decisions on funding will be made on a case-by-case basis. Reasons are as follows:

The Board would like to view each project that comes through so they can really see where the money is going.

The Board would like to make sure the money for the project being funded is use appropriately and not spent on excessive items.

If funds are unused for one semester the money just sits in the account and The Board thought this was not useful as the money could be used to fund other projects.

A motion to approve \$1,655.81 for chair replacement in the Microbiology Study Lounge was made by Andy Shank. Laura Bishop seconded the motion.

Eight in favor of approval. Vincent Crespino opposed. Motioned approved.

#### **IV. UFFAB Budget Review**

- a. Ramifications of doing a lecture hall

The UFFAB fully funded lecture hall will cost around \$9 million total.

- b. What does it do to the UFFAB budget?

Tamla explained that there are several ways of funding the lecture hall. She mentioned that UFFAB can borrow money and maintain a negative balance for a period of time or they could save money for a period of time and then build the lecture hall.

- c. Amend bylaws to borrow from the University and/or maintaining a negative balance for a period of time?

Pat Burns clarified with Lynn Johnson that it is possible for UFFAB to go in the red. There was continued discussion on what that would do for the budget. Many Board members did not feel positive about doing this, mainly because it would mean no other project could be funded until 2017. The Board felt strongly that this option would not be in the best interest of the students and it would not represent the core values of UFFAB.

- d. Savings of 25% per semester for a period of time to pay for the lecture hall?

Another option discussed was saving 25% of the bottom line each semester for a period of time. This option was more favored by The Board. The Board liked having money to fund other projects while still saving to get to the goal of building a new lecture hall. It was also mentioned that this project is not a rush and doesn't have a deadline at this point. The Board is at the very beginning stages of building the lecture hall, and since it is not a rush project and there would be many groups this project would have to be approved by, the final savings goal may be reached or near completion by the time it gets approved anyway.

- e. What are the goals of the board?

Goals of The Board were not discussed at this meeting.

Cody Stoltenburg asked Tamla if the discussion from last semester on cost quotes and cost opinions was ever finalized. Tamla reminded The Board that information on cost quotes and cost opinions was already on the UFFAB proposal sheet. She noted that a distinction between cost quotes and budget opinions is made by identifying a facilities contact for a budget opinion. If a budget opinion is on the proposal and not a cost quote, the amount of the budget opinion will stand and UFFAB will not offer that project more money.

**V. Next Meeting: February 9,2012; 5 to 6pm in 303 GSB**

**VI. Adjourn**