University Facility Fee Advisory Board
Minutes
Thursday, October 25\textsuperscript{th}, 2018
5:00-6:00 pm
303 GSB

Members Present
Nick Bohn \hspace{0.5cm} Chair
Dillon Donaghy \hspace{0.5cm} Secretary
Natalie Miller \hspace{0.5cm} CVMBS
Arnold Paecklar \hspace{0.5cm} Graduate School
Marie Cusick \hspace{0.5cm} Liberal Arts
Logan Johnson \hspace{0.5cm} Warner College
Brye Windell \hspace{0.5cm} Engineering
Nolan Bunting \hspace{0.5cm} Natural Sciences

Associate Members
Cassie Gardner \hspace{0.5cm} Liberal Arts
Madi Sanchez \hspace{0.5cm} Health and Human Sciences
Mauri Richards \hspace{0.5cm} Engineering
Emma Parent \hspace{0.5cm} CVMBS

Members at Large
Tristan Syron \hspace{0.5cm} ASCSU

Other Members
Becca Mueller \hspace{0.5cm} Program Manager
Tom Satterly \hspace{0.5cm} Advisor

1. Budget/Cash flow review
   a. Stephanie Swanson, Assistant Director of Finance, gave a presentation on the UFFAB budget and cash flow projection for the next year
   b. Review of the history of the facilities fee and the projected revenue from the fee for fiscal year 2019.
   c. UFFAB must be spending at least $2/credit hour on cash projects. Cash projects are projects that will be paid for up front. Bonded projects are paid over time.
   d. Reviewed percentage of funding by college for the $231 million in projects funded since FY2006.

2. Memo to Deans, Department Heads, Directors—Nick Bohn
   a. Review of the memo sent out to deans of colleges by UFFAB
   b. Includes information on how to make a project proposal for the board
   c. Contact info of representatives included to allow deans to reach out to board members
   d. No dissent to memo. Will be sent out as is.
3. UFFAB Plaques—Becca Mueller
   a. Plaques included in buildings that have received UFFAB funding
   b. Recommendation for future plaques is to use standard UFFAB plaque with members’ names from the board that voted to fund project.
   c. Small project plaques to potentially be hung at locations of smaller projects. Member names not included.
   d. Will discuss more in depth at next meeting

4. Other Business
   a. All colleges are allowed a representative as well as an **associate representative**.
      i. More information is available in the bylaws.