

Atwood Memorial Center Council Meeting Minutes
Monday November 23, 2009 11:00 a.m.-12:00 a.m. Granite Room

Present: Bretta Edwards, Bob Klackner, Rick Hampton, Maxine Buttweiler, Julie Lo, Diana Rehling, Margaret Vos, Kristin Rucks, Amy Trombley, Amanda Baxter, Matt Trombley, Bill Tourville Matt Timmerman, Laura Van Court

Absent: Jessica Ostman, Michael Jamnick, Brent Delong

Guest: Bob Sullivan

Edwards called the meeting to order at 11:00 a.m.

A motion was made by Trombley to approve the minutes from October 26, 2009. Tourville seconded. Motion passed.

- **DIRECTORS REPORT:**

- **Sodexo Food Services Report:**
Miller indicated that the tables in the loft area will be checked on a more regular basis to ensure cleanliness.
Sodexo no longer carries Frappachino as that is a Pepsi product and no longer available.

- **Atwood Customer Service Report:**
Klackner has had a conversation with the Music Department faculty to ensure that proper direction is given to the Technicians for future events.
The brickyard setup concern was because the group wanted to set up prior to their 2:00 p.m. event and the room was booked so they were not able to get in beforehand.
The Quarry room band arrived late to the event making it difficult to get set up in a timely manner.

- **Construction Update: Coffee Shop**
Sodexo is renegotiating with Caribou to determine if they will be the brand name for the new coffee shop to be located in the current East Lounge space.

- **Visioning Committee Update:**
Vos reported that the Visioning Committee was given the go-ahead to begin the pre-design phase. The committee will be meeting during finals week and a decision should be made by December 18th as to which architectural firm will be chosen for the pre-design phase.

- **Theater Upgrade:**
Klackner reported that he is looking into purchasing a digital projector and touch screen equipment for the Theater, similar to what is already available in our smart rooms. This new digital projector would be an upgrade to our current projector and would provide additional capabilities. With this new equipment a technician would no longer be required to use most of the equipment, a cost savings to those groups currently using the Theater. The current equipment will be reused in other areas of the building. The funds would come out of Atwood Center's R & R monies.

OLD BUSINESS:

- **Fiscal Year 2011 Budget Sub-Committee:**
To date, the committee (Edwards, Buttweiler, Baxter, Shrestha, Vos) has met once, and will meet again on Tuesday December 1. They will present the FY'11 budget request to the Council at the next meeting on December 7, 2009.

- **Cell Phone Repeater Update:**

In Delong's absence, Vos reported that the purchase and installation of the repeater is more complicated than originally thought. Delong will continue working out the details and report back to the Council at the next meeting on December 7th, 2009.

NEW BUSINESS:

- **Promo TV:**

Klackner reported that the current system is being upgraded to include a larger split screens near the west and east main building entrances, as well as the skyway entrance. The system would be integrated with our current EMS scheduling system making the daily Atwood schedules available to everyone. The Art promo T.V. and the Underground T.V. would continue to be stand alone T.V.s. This new system could also be used for campus wide emergencies.

- **Campus Connections:**

Bob Sullivan from Campus Connections presented his concept for a statewide charter bus connection between various university campuses for student travel during holidays and breaks. The cost per trip would include WiFi, as well as box lunches. He is working to match up holiday break schedules including, but not limited to, the U of MN, Fargo, Grand forks, Concordia, Moorhead, Crookston and St. Cloud.

His request to the Council is twofold:

- 1) Could St. Cloud State University/Atwood Center provide a pick-up location for the buses
- 2) Would St. Cloud State University/Atwood Center be willing to provide marketing opportunities (email, webpage, bulletin boards, advertisement in the student paper) for this service.

Atwood Center Council requested a written proposal from Bob Sullivan for our December meeting.

- **AMC Mission Statement:**

Atwood Center currently does not have "house rules" regarding how we handle groups/individuals that use Atwood Center but are not a part of our student population. Creating such a Mission Statement will give us the power to control the areas of our building that are meant for student use.

INDIVIDUAL AND GROUP USE ATWOOD MEMORIAL CENTER ACTIVITIES, SERVICES AND FACILITY

Individuals and groups invited to use the activities, services, and facility of Atwood Memorial Center includes:

- A. Currently registered St. Cloud State University students, with current identification, and their guests.
- B. All student organizations registered with Student Activities and their guests.
- C. Faculty and Staff members of the University, with current identification, and established Faculty and Staff organizations and their guests
- D. General Public may use the Union facility to the extent that such use does not interfere with the use of the Union by the members of the University community. Accordingly, the Director or her/his designee may, at her/his discretion, limit general public use of the Union at any given time.
- E. Guests of the Union shall be limited to the use of the facility accommodating the function to which they have been invited, and other general public facilities and services.

Tourville made a motion to table any further discussion until our December 7th meeting. Van Court seconded. Motion passed.

OTHER BUSINESS:

- Next meeting will be Monday December 7th at 11:00 a.m. in the Granite Room.

Buttweiler made a motion to adjourn. Schrestha seconded. Motion passed. Meeting adjourned at 12:00 pm

