



ASUC Student Union Operations Committee
Agenda & Minutes
Tuesday, December 8th
8:30 - 9:30 AM, Zoom Meeting Link:

<https://berkeley.zoom.us/j/92737279521?pwd=Y1RjZnJvcHo1THRWczBKT0h1N211UT09>

Title	Name	Present
Committee Members		
GA Internal Vice President	Liz Lawler	yes
ASUC Executive Vice President	Melvin Tangonan	no
ASUC Senator	Liam Willingham	no
Professor of Nutritional Sciences & Toxicology	Gregory Aponte	no
SU Director of Facilities	Sharay Pinero	yes
ASUC Undergraduate Rep.	Lydia Zhong	yes
ASUC Spaces Director	Elif Sensurucu	no
SU Director, Marketing & Creative	Katelyn Nomura-Weingrow	yes
Director of Real Estate and Acquisition	Michelle De Guzman	yes
ASUC Undergraduate Rep	Kevin Yi	yes
SU Events Director	Tiffany Perales	yes
Ex-Officio Members		
SU Executive Director/Associate Dean of Students	Bahar Navab	yes
SU Board Chair	Brian Zhou	no



- I. Meeting called to order at 8:41 PM
- II. Approval of the Agenda 1 min
 - A. Michelle moves to approve
 - 1. Kevin seconds. No objections.
- III. Public Comment 5 min
- IV. MLK 4th Floor
 - A. Review alternatives: event space, leaseholder, or campus partner.
 - B. Event Space
 - 1. If event space, (conservatively) estimated revenue would be \$75,000 - costs
 - 2. Groups would be charged directly for custodial, and so would help cover costs
 - 3. This would make Pauley a more attractive conference space
 - 4. RSOs / student groups could also book it
 - 5. Space: ~3,000 sq ft. 5-6 rooms of various sizes; external lounge space
 - 6. Very flexible in terms of timing (putting other business or campus partners in the space)
 - 7. Update costs would be minimal: would potentially need to buy a little bit more furniture, would need to update signage
 - 8. Space is “charming” and “campy”?



9. Security:

- a) Could staff with professional or student staff. Additionally, furniture could be cleared out in between reservations

10. Would costs include new staffing?

- a) Only additional staffing would be if we needed to monitor the floor

11. Bridges & QARC will still be in the space until 2022

C. Latinx Resource Center

1. Renovation costs seems low
2. Full scope of renovation wasn't clear
 - a) Need clarification of funds and costs
3. Floorplan didn't give clear allocation or description of programmatic schedule
4. Proposal mentioned staff positions staffing the space - are these funded or are they waiting for funding?
5. Ask for full plan of renovations and in consultation with campus contractor to get a more solid quote
 - a) Caveat: there is cost assigned with asking for a bid; timeline is a few months process
6. Ask for 1-2 rooms for graduate students? Or assign specific times for graduate students

D. Decision needs to be made in January for operations and budgetary



reasons

E. Need to make a recommendation, or give opinion to the Board

1.

V. Potential vendor spaces: 1st floor Esh, former P&R space, etc.

A. MLK 1st floor

1. Food pantry is working with capital strategies and paying to spec the space

B. Consider broker vs other process?

1. Spaces:

a) vending location in lobby floor of Eshleman - mostly front of house location (w/o full kitchen)

b) Pinky & Red's free standing space - full kitchen and front of house, full seating area, *no* oven

c) Small front of house space in MLK 1st floor

(1) Could be commuter kitchen

d) Two kitchen spots with adjoined store fronts and shared back of house

(1) Current proposed offering space to the food pantry

e) 1951 coffee space on MLK 2nd floor

(1) Unclear if they can have a lease extension or would be subject to the new UP employment process

2. Broker vs. RFP & reach out to new vendors



- a) What are the expected cost of working with a broker vs. cost of working individually (including SU staffing hours)
- b) Brokers are paid based on commission (pay $\frac{1}{2}$ when vendor is signed, and $\frac{1}{2}$ when they start paying rent)
 - (1) Typical percentage: 6% of base rent for first 60 months and then 3% of base rent for next 60 months
- c) Broker spends time marketing space and working with people - will give initial letters of interest

VI. Recommendations to the Board

- A. Kevin moves to recommend to the board to pursue using a broker.

Katelyn seconds.

- 1. Caveat: SU needs to be mindful of the model of broker that we pursue.

- B. Ops Committee has follow-up questions regarding 4th floor MLK and would like more time to consider follow-up information

VII. Adjournment