ASUC Student Union
Business Development and Finance Committee
Agenda & Minutes
Thursday, March 18, 2020
3:30 PM, virtual meeting via Zoom
Meeting Link:
https://berkeley.zoom.us/j/9290682234?pwd=OFZ3UDg1akhrT3pmUThWdWJnNnYzdz09

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
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<tr>
<td>Committee Members</td>
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<tr>
<td>GA VP of Finance</td>
<td>Martin Siron</td>
<td>Yes/No</td>
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<tr>
<td>ASUC Senator</td>
<td>Rex Zhang</td>
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<tr>
<td>SU Board Chair</td>
<td>Brian Zhou</td>
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<tr>
<td>EVP SU Affairs Director</td>
<td>Telian Espanta</td>
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<tr>
<td>SU Finance Director</td>
<td>Kirsten Casebolt</td>
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<td>SU Board Undergraduate Analyst</td>
<td>Bryan Gallardo</td>
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<td>Ex-Officio Members</td>
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<td>Title</td>
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Call to order at _3:35_PM_

I. Approval of the Agenda       5 min
II. Public Comment               5 min
III. SU 2021-2022 Budget        20 min
IV. Discussion of the Basic Needs proposal 10 min
V. Discussion of the broker agreement 10 min
VI. The Proposal/Contract Review Matrix 10 min
VII. Transitioning Back to Campus 20 min
VIII. Semester Plan 5 min
IX. Adjournment

Meeting adjourned at ___PM

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<thead>
<tr>
<th>Motion</th>
<th>Owner</th>
<th>Vote</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Motion to approve agenda</td>
<td>Martin</td>
<td>Unanimous</td>
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<td>Motion to recognize Malaysia and Lamuel as proxies in the Executive Session</td>
<td>Martin</td>
<td>Unanimous</td>
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<td>Motion to exit Executive Session</td>
<td>Brian</td>
<td>Unanimous</td>
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<tr>
<td>Motion to make a recommendation in favor of the Basic Needs Proposal</td>
<td>Brian</td>
<td>Unanimous</td>
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<td>Motion to adjourn the meeting</td>
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Notes

Call to order at 3:35 PM

X. Approval of the Agenda
   A. Motion to approve: Martin, second: Bryan. Passed.

XI. Public Comment
   A. None

XII. SU 2021-2022 Budget
A. Kristen updates:

1. Did not receive budget call from campus, nor deadline.
2. This pushes process back, but S/U still looking at putting together budget, looking at contracts, revenues, etc.
3. Some vendors have provided revenue operations
4. LSP Fee meeting in April to start preliminary conversations on LSP fee funding for S/U
5. Very dependent on deadlines for campus

B. Question regarding status of revenue estimates provided by partners + campus capacity next year

1. Bookstore revenue will be significantly lower, but higher than this current year. Revenue driven by purchases in the store, not so much online and/or textbook purchases.
2. Expecting losses: Pepsi (due to new contract), ~$150k/yr loss over contract duration
3. Bank of the West, due to branch closure, renegotiated contract, expecting to lose ~50k/yr over next 3 years
4. Food vendor spaces have great uncertainty regarding potential revenue for FY22
5. Bear’s Lair reopening is also uncertain
6. Depends also on public vs. students being allowed in vendor spaces

C. Question: how can we use this space to make the student union profitable
while not giving up on the Student Body’s values

1. Broker will definitely help, and reviewing the proposal/contract matrix.
2. This committee should also evaluate in order to be more prepared for better review of proposals
3. Students/Board Members identifying potential vendors might not be best use of time.
4. Board members should not be contacting/vetting potential vendors

XIII. Discussion of the Basic Needs proposal

A. Contract specifics but me discussed in closed sessions
B. Motion by Martin: allow 2 proxies from Senator Telian’s office to be able to discuss specifics of contracts. Seconded by Bryan. Passed
C. Will not be taking notes, as this is now an executive session.
D. Public facing proposal: [here](#)
E. Motion by Brian to recommend Basic Needs proposal to the board.
Second by Martin. Pass.

XIV. Discussion of the broker agreement

A. Kirsten: are there any concerns regarding Broker contract, please let Bahar (S/U Director) know.
B. Broker for first floor retail space, Eshleman lobby retail space, and second floor (where 1951 is).
C. 1951 has not indicated whether they want to vacate this space but they are also not currently under contract.
D. Kirsten, S/U, met with Broker, and reports that it was ‘positive’ meeting. S/U iterated importance of values. Lots of reasons why the space might be marketable.

XV. The Proposal/Contract Review Matrix

A. Kirsten: this documented was started in part with discussion with Board and discussion with previous directors. There has to be a way to place important values, items, along with financial aspect in order to better review possible proposals. Operations committee created list of questions that are on the first tab.

B. Kirsten: encourages committee to go through list and add any questions that should be included in questionnaire.

C. We will be having a separate meeting to discuss adding items to this list that is important to this subcommittee

XVI. Transitioning Back to Campus

A. Kirsten: there is a lot of unknown regarding capacity in the Fall. The Ops subcommittee will be taking an active role in this.

XVII. Semester Plan

A. Review matrix meeting will be very important. Kirsten will set this meeting up.

B. Additional budget review meeting - likely mid April. Rex will set this meeting.

C. Meeting in May to wrap any final business up for the subcommittee, and for potential broker proposals. Rex will also set this meeting.
XVIII. Adjournment 16:34 PDT.