Design Committee Meeting #1  
May 25, 2010  
6:00 to 9:00 pm  
Class of 24’ Reception Room

Meeting began: 6:01 pm

Those Present:  
Paul Davidsaver (Student Project Manager)  
Brandon Williams (ASM Chair)  
John Sharpless (Faculty Representative)  
Hank Walter (Union Associate Director)  

Patrick Callan (Union President)  
Mark Guthier (Union Director)  
Brittany Rathsack (Student Appointee)  
Stephanie Phillips (Student Appointee)  
Brian Borkovec (ASM Appointee)  
John Skic (Student Appointee)  
Kelsey Gergen (Student Appointee)  
Jennifer Limbach (ASM Appointee)  
Ted Crabb (Emeritus Union Director) – ex officio  

Gina Obiakor (Minute Taker)

Invited Guests: Shana Hetzel (Advance Team Project Manager) and Paul Broadhead (Facilities Assistant Director)

Not Present: Mark Haebig (MUBA/Alumni Rep), Tom Smith (MUBA/Alumni Rep)

Welcome/Introductions  
* Favorable memories of Memorial Union  
* Reasons for excitement of the process  
* Personal attributes (Majors, Hometown, etc.)

The Role of Design Committee (SEE ATTACHED)  
* Charted by the Union Council  
* Subcommittee, report to the Union Council  
* EXEC COMMITTEE: Mark Guthier, Hank Walter, Patrick Callan, Paul Davidsaver  
* Carries forth decisions made by design committee go to Union Council
* Interest groups: Town hall to formalized approach (recommendations brought from interest groups)

**Mark G. clarifies:** Interest groups are not created yet

**Mark G.:** Two important partners: Division of State Facilities and Facilities Planning and Management

- **Division of State Facilities – State (DSF):**
  Dan Stephans is the Project Manager; he keeps project on budget and on time. Dan reminds us of deadlines.

- **Facilities Planning and Management – Campus (FP&M):** Help us with approval process. Members are welcome at those meetings to see how approvals are made.
  *Julie Grove, the face of the campus for us
  *FP&M are engineers and architects
  * There are no state dollars in this project

**Meeting Expectations, Etiquette, and General Rules**

**Patrick Callan:** SEE ATTACHED Add things to this document

* Come to meetings on time
* Do not trash ideas
* Be mindful of traditions and memories
* Talk with Paul for interest groups, etc.
* Represent people gathered at input groups
* Robert’s Rules will be used as needed and for all votes

**Paul D.:** Recommendations for Union Council will be made clear

* Feel free to communicate any ideas you have to everybody on the committee

**Project History and Scope**

**SUI Recap**

**Project Funding Breakdown**

**Design Principles**

**Scope of the Project**

**Architects**

**Paul D.: SEE ATTACHED PowerPoint**

* Student Union Initiative first created it
* Students are paying for 58% of the project
* One pot of money
  - Expenses related to building this building and Union South
  - Needs to include all project related experiences, not just construction

**Brian:** How does the budget look?

**Paul D.:** We are on budget, SEE ATTACHED
6:51pm

Paul D.: Discusses Project Scope SEE ATTACHED
Historical Structures Report will be emailed to members when finalized

Architects: SET UP FOR A WINNING TEAM
Uihlein Wilson, Milwaukee, WI
Woody Nolan, Inc. Columbus, OH

Ted C.: How do the two firms relate to the project?
Paul D.: Blended staff to make sure they meet all of the project requirements.

6:59 pm Budget/ Operations Presentation

Hank Walter
*See attached
* 180 to 250 Full Time Staff
* Up to 1000 student staff
* A lot goes on in the Union, INFORMAL AND FORMAL
* Dining Services and Guest Rooms
  **6 new outlets in Union South
  ** Catering
*Move central production kitchen to Union South when funds are available (about $3 million dollars) but we will still need to maintain some Kitchen space here

HANK CONTINUES:
Programs are Important:
*WUD (Wisconsin Union Directorate)
*Hoofers
* Art galleries
* Distinguished Lecture Series
* Music on the Terrace and Rathskeller
* Global Connections, etc.
*Mini Courses

BUDGET: SEE ATTACHED
30 million dollars
*8 million come from Student Fees
* WE DO RECEIVE MONEY FROM SEG FEES FOR OPERATING THE BUILDING
  - Seg Fees used to clean the facility and keep the lights on (BUILDING READY FOR USE).
*SLIDE OF WHERE REVENUE COMES FROM: SEE ATTACHED
The programs are the heart of what we are and who we are. We can only afford to maintain the building and keep seg fees down with the money generated in revenue units.

7:14 pm

Memorial Union History (SEE ATTACHED) PAPER COPIES OF MAPS AND NOTES WILL BE PRINTED OUT AND GIVEN TO EVERYONE

TED C. (Ex Officio)

IDENTIFIED MAJOR PROJECTS THAT HAVE HAPPENED OVER TIME

1968-69: Added the boathouse in the Basement, storage space for sailboats and canoes, added the Tunnel to connect the two storage areas
1973: First remodel of the Commons entrance Essentials desk, etc.
1976-77: Stair tower off of Great Hall added, 4th floor, made bathrooms
1984: Major remodeling of the Rathskeller, Cafeteria and seating area on the First Floor (redone twice since original in 1950s)
1988: Theater corridor, redid the seats, stage lighting
1990: Redid the Park Street Entrance, Basement the Kitchen redone, deli was located in current location on the First Floor
2002: Main Lounge redone

PAUL D.: Photos will be sent out, emailed out of all the renovations, archives

BREAK (5 minutes)

Detailed Building Tour (7:24 pm - 8:53 pm)

8:53 pm

College Union Idea

- Topic moved to next meeting

Website and Communication Tools

DRAFT WEBSITES WERE SHOWN:
- Renovation: renovation-interest@lists.wisc.edu
  - Get the word out

FINAL ITEMS

Interest Groups
- A more detailed tour of the affected areas, will be provided for those chairing an interest group

Summer Meeting Schedule (handled via email)
- Will meet roughly every three weeks on Tuesday, but next couple of days new dates sent out
- Will meet no more than once or twice a month

8:57 pm
Website:
Union South website to have similarities with the Memorial Union Renovation Project
- Site will be tied in with Memorial Union Renovation Project
  - Share your memories will be added, stories, and new ideas people have will be posted online
  - Bios on everyone

QUESTIONS:
- John Sharpless: Facebook.com idea, no new groups
- Paul D.: Utilize current Wisconsin Union Facebook page

Adjourn (9:02 pm)