Design Committee Meeting #2  
**June 22, 2010**  
6:00 to 9:00 pm  
Class of 24’ Reception Room

Meeting began: **6:05 pm**

**Those Present:**  
Paul Davidsaver (Student Project Manager), Mark Haebig (MUBA/Alumni Rep), John Sharpless (Faculty Representative), Tom Smith (MUBA/Alumni Rep), John Staley (UW Staff Member), Hank Walter (Union Associate Director), Mark Guthier (Union Director), Brittney Rathsack (Student Appointee), John Skic (Student Appointee), Kelsey Gergen (Student Appointee), Jennifer Limbach (ASM Appointee), Ted Crabb (Emeritus Union Director & ex-officio), Lori DeMeuse (Union Executive Asst and Minute Taker)

**Not Present:**  
Brandon Williams (ASM Chair), Patrick Callan (Union President), Stephanie Phillips (Student Appointee), Brian Borkovec (ASM Appointee)

**Welcome/Introductions**
- Introductions
- If money and logistics weren’t issues and you could add anything to the Union what would it be?

**Approve Minutes from Last Meeting – Paul Davidsaver**
- The minutes of the 5/25/10 meeting were approved by all present. There were no suggestions made for future changes to the minute format.

**Training Binders – Paul Davidsaver**
Materials in the training binder are as follows:
- Contact information sheet
- Abbreviation and jargon definitions
- Memorial union building maps
- Recently approved vision statement for west wing compiled by West Wing Vision Group
- As new members join updates will be made to the manual

**College Union Idea – Mark Guthier**
Mark referred to the Role of the College Union Statement from the Association of College Unions International
• The Union is a program first and a building second
• It is about events, programs, and people – not place
• Words in the statement you will hear architects refer to are the “hearthstone” or “living room” of campus
• The union must produce revenue. Ideally we will design a space that builds community and produces revenue.

**Interest Groups – Paul Davidsaver**

The Architect Visit Agenda for June 29 – July 1 was discussed.

• We need to develop interest groups and determine who will attend each meeting. Paul would like one program person on each committee. Committee chairs are needed.
• Discussion was held on which Design Committee members would be involved with which interest groups.

The following 9 interest groups have been proposed based on groupings by the architects. Universal standards have been developed for all interest groups.

• Indoor Recreation & Auxiliary Operations
• Dining Services & Retail
• Meeting and Gathering Spaces
• Office and Guest Rooms
• Art Gallery & Collections
• Terrace & Exterior Spaces
• Lifelong Learning
• Hoofers & Outdoor Recreation
• Wisconsin Union Theater & Performing Arts Spaces

The specifics of each interest group name and charter were discussed. Brittney Rathsack made a motion to approve the names of the interest groups with the exception of Indoor Recreation and & Auxiliary Operations, which was changed to Indoor Recreation and Extended Services. John Staley seconded the motion. All approved. It was decided that the charters did not need to be approved before the first meeting. Hank Walters moved that the committee endorse the Universal Interest Group Standards in concept but asked the Chair to present specific language to the committee via email to flesh out some of the suggestions made during the discussion. Motion seconded by Brittney Rathsack. All approved.
Architect Visit – Mark Guthier

What to expect
- The purpose of this architect visit is for them to get to know us and our needs
- We will be providing first responses.

Who is from the Design Committee will attend individual area meetings?
- Committee members indicated which sessions they would be interested in attending on a regular basis.

Expectation of attendees
- Most important meeting of architect sessions will be the 6 – 8 PM Design Committee Meeting. It is understood that committee members have other obligations.

Executive Team Student Appointee – Paul Davidsaver

Executive Team Overview/Position Expectations
- The Executive Team consists of Union Director, Mark Guthier, Union Assoc. Director Hank Walters; MU Student Project Director Paul Davidsaver and WUD President Patrick Callan. A 5th representative (student) must be appointed.

- The committee must be comprised of a student majority. The appointee must be able to attend architect and design committee meetings. It is understood that students have class & research commitments.

- It is the Executive Committee’s job to carry forth recommendations of the Design Committee, which will streamline the process of communicating with the architects.

Nominations
- Brittney Rathsack, John Skic, and Stephanie Phillips (in absentia) expressed interest in the Executive Team Student Appointment. Brittney and John each spoke of their qualifications and interests. Paul read an email from Stephanie expressing her interest and qualifications.

Vote
- A vote of all present members was cast and Brittney Rathsack was elected the Student Appointee.

Website Update – Paul Davidsaver
The website is up and Paul has listed himself as the contact. Contact Paul with comments/suggestions/corrections. Website address: http://unionreinvestment.wisc.edu
Next Meeting
Members of the committee will convene following the architects meeting on July 1, 2010 to determine the next meeting date.

Adjourn
Meeting adjourned at 9:00 p.m.