Union WELL, Inc. Board of Directors Meeting
Wednesday, April 22, 2026, 7:30am
Green and Gold Boardroom, University Union, 3rd Floor

Minutes

1. **Call to Order, 7:41am, Harris**
   a. Present: Deborah Williams, Drew Harris, Nneka Omekam, Christine Flowers, Alina Nadeem, Natalie Daniel, Lisset Cruz, Gabriel Conejo Gallegos
   b. Also Present: Rina Chhong, Bill Olmsted, Jill Farrell, Erica Wood, Norma Sanchez, Zenia LaPorte, Andrew Reddish, Andrew Singletary
2. **Public Comment**
   a. None
3. **Consent Calendar: Action Requested**
   a. Approval of Board of Directors Meeting Minutes – March 11, 2026 **MSP: Conejo Gallegos, Nadeem**
4. **New Business:**
   a. 2025–26 Capital, Repair & Replacement, and Art Expenditures changes: **Information**
      i. Olmsted reviews the 2025–26 Capital, Repair & Replacement, and Art Expenditures changes which is overall $16,000 under budget, despite additions, due to the final pricing on multiple items coming in lower than originally estimated.
   b. Banking and Signatory Policy: **MSP: Omekam, Conejo Gallegos**
      i. Olmsted reviews the Banking and Signatory Policy change which adds the Director of Event Services as an authorized signer for the organization.
   c. 2026–27 Budget:
      i. Olmsted explains the 2026–27 Budget will be presented in four parts and approved in four separate motions.
         1. 2026–27 Operating Budget, Including Capital, Repair and Replacement, and Art Expenditures **MSP: Conejo Gallegos, Nadeem**
            a. Olmsted reviews the 2026–27 Operating Budget, including Capital, Repair and Replacement, and Art Expenditures. The first page is the executive summary which is divided into projected revenue and projected expenses with each containing the current year's budget juxtaposed with the proposed budget for 2026–27 and variance notes. The second page is a detailed look at expenditures which show projected increases in areas such as insurance, program supplies, and wages. Previous account codes for cost allocation have been zeroed out for the upcoming year due to the consolidation of cost allocation into a new, singular account. The last section is the listing of Capital, Repair and Replacement, and Art Expenditures. Overall, revenue is projected to total $22,514,028 and expenditures are projected to total $22,277,111 for 2026–27.

2. 2026–27 TBU01 and TBU04 Expenditures **MSP: Conejo Gallegos, Daniel**
    a. Olmsted reviews the 2026–27 TBU01 and TBU04 Expenditures which contains new project additions as well as older projects in various stages which have yet to be completed. The new addition to the TBU01 list is the WELL HVAC boiler. New additions to the TBU04 list are ongoing roof repairs, a sump pump replacement feasibility study, the skylight construction, and an additional foot washing station in the Union due to increased need and student input.
3. 2026–27 Long Range Plan **MSP: Conejo Gallegos, Omekam**
    a. Olmsted reviews the 2026–27 Long Range Plan, explaining the document structure and how to read it using the guide provided. This document now includes a new section that shows the debt coverage ratio calculation. As an auxiliary, the organization is required to maintain at least a 1.1 ratio of debt coverage. Olmsted adds that this form was not created by the organization but rather one used by the CSU system.
4. 2026–27 Reserve and Fund Level **MSP: Conejo Gallegos, Daniel**
    a. Olmsted reviews the proposed 2026–27 Reserve and Fund Level amounts along with the policy requiring the organization to always maintain at least six months of operating costs and one year of debt coverage in reserve. Available undesignated reserves represents the adjusted amount after removing the policy-required amount and any other obligations. These reserves are used to fund operations under unforeseen circumstances such as lowered enrollment, cost allocation changes, etc.

d. 2026–27 Proposed Annual Corporate Project List: **MSP: Conejo Gallegos, Omekam**
    i. Olmsted presents the 2026–27 Proposed Annual Corporate Project List which has not been altered since it was initially presented at the March meeting for the Board's consideration.

e. Election of the 2026–27 Board of Directors Chairperson: **MSP: Conejo Gallegos, Nadeem**
    i. Olmsted explains the composition of the Executive Committee: the Chairperson, the Vice Chair, and the Secretary Treasurer; the latter two are typically seated in September. Olmsted then calls for nominations. Harris nominates Nadeem and Nadeem accepts the nomination. Gallegos nominates Cruz and Cruz accepts the nomination. After a vote by the remaining Board members, Harris announces Cruz as the new Board of Directors Chairperson for the 2026–27 academic year.

f. Delegation of Authority to the Executive Committee: **MSP: Conejo Gallegos, Omekam**
    i. Olmsted explains this action item is to acknowledge the delegation authority to the Executive Committee to act on behalf of the Board during the summer until it reconvenes in the fall.

5. **Reports and Comments**
    a. Board Members
        i. Flowers announces a press release facilitated by herself and her students about environmental happenings on campus which includes The WELL's garden. Harris and Gallegos express appreciation for serving on this board.

b. Executive Director: Olmsted
    i. Olmsted announces a special meeting due to a concern that has recently come up and needs to be resolved within the next 10 days. He explains that information on the concern is not yet presentable, but it will be announced before the meeting. Due to time constraints, Olmsted forgoes Director report presentations but states they are included in the meeting documents.

6. Adjournment, 9:10am

Respectfully Submitted,

Authorized Signature

9-9-26
Date