**Western Washington University**

**Services and Activities Fee Committee
Meeting Minutes**

**Friday, April 9, 2021; 2:00-300 pm**

**Teams Virtual Meeting**

**Present:** Kurt Willis, Debbie Curry (recorder), Ranulfo Molina, Noemi Bueno, Emma Duff, Adam Leonard, Caitlin Summers, Danil Sonjaya, Travis Cram, Rebecca McLean, Evan Shuster

**Absent:** Eric Alexander, Raquel Vigil, Ichi Kwon, Steve Card, Kevin Harris

**Guest:** Megan McGinnis, Michael Sledge

**Agenda Items:** 1) Approval of Minutes, 2) Campus Rec Budget Presentation, 3) Questions for Campus Rec, 4) Open Discussion,

Evan Schuster called the meeting to order at 2:02 pm.

**Approval of Minutes**

Evan asked if there were questions or amendments to the minutes of the April 2, 2021 meeting. There were no amendments requested to these minutes. Emma Duff made the motion to approve the minutes as presented. Noemi Bueno seconded the motion. The motion to approve passed unanimously.

**Campus Recreation Budget Presentation for FY 2021-22:**

Prior to the start of Adam’s presentation, Evan addressed the voting members of the committee reminding them that this stage is really where their jobs begin and asked that all members be mindful in listening to and digesting all the information presented from all constituent groups of the next few weeks. Our job is to determine how our fellow student’s S&A Fees are best spent and our responsibility includes making advised and informed decisions.

Adam Leonard presented the Campus Recreation budgets for Intramurals and Sport Clubs, supported by Caitlin Sommers.

Adam stated that this presentation is for the Intramural and Sport Clubs budget which is roughly $500,000 or 7% of the total share of the S&A Fee distribution. This is not the Rec Center’s budget which is completely different; paid for with student fees at approximately $5.3 million for the operations of the facility, programs, services, and bonds on the building.

This budget is volatile, much like Athletics, because year to year different teams qualify for playoff, post season, national travel, etc. so it looks a little different each year.

Adam explained that the presentation compares 2019-20 approved budget and allocations with our current allocation projections for this fiscal year as well as FY22.

Adam presented a spreadsheet to the committee providing brief detail on the allocations and projected revenue years 2019-20 through 2021-22.

2019-20 saw a Carry Forward balance of approximately $5316.58, which is a normal carry forward for Campus Rec. Our 25 clubs do have Foundation money, but we are talking here about state and fee allocations from the S&A Fee.

Highlighting the **2020-21 Projected Expenses** (highlighted in green on the spreadsheet) Adam explained this is where numbers get crazy compared to last FY and the current FY. Salaries/Benefits are about $100K less of what you would see in a typical year. The reason for this is we had not filled the Intramural coordinator (sports camp) position – now planned to be filled by July 2021. The areas of Rentals, Memberships, and Travel are about 10% of what they should be, because we had a freeze on playing and there were no Intramural or Sport Clubs, as further indicated in the bottom of the referenced column, noting the Sport Clubs Academic Year Total of $29,000 – when in a typical year you would see $300K or more. We will carry forward a considerable amount of money into the new year – approximately $228,573.68.

Adam reminded the committee that because of the carryforward, this is not a time to consider not awarding Campus Rec their standard 7% distribution as this carry forward money will go directly into the Sport Clubs.

The **2021-22 Projected Expenses** are what you would see in a more typical year. Comparing the projections for 2020-21 (green highlight) and 2021-22 (pink highlight) Adam explained that the financial difference between these two columns/years is the difference between **not** having Sport Clubs (2020) **and having** Sport Clubs (2021). Assuming we meet these projected expenses, that will allow Campus Rec to carry forward approximately $62,983.68; asking for zero increase to the fee distribution, but keeping that fee set at 7% of the total - Campus Rec is asking for zero change from the anticipated budget distribution, as highlighted in yellow on the spreadsheet. The $62,983.68 carry forward will be used to cover rental, travel, dues, and services.

Adam also stated this carry forward amount will allow Sport Clubs to operate 100% dues free in 2022 and reduced dues rates will apply in 2023 as well. This cannot be sustained beyond 2023 and in to 2024, however Foundation accounts will be used to supplement.

Adam added that the students are excited to get back to playing in the fall and being able to give them financial support after the year they just experienced he felt was a great opportunity pay it forward. Caitlin agreed with Adam that the clubs are all excited to get back to playing and participating in team sports.

**Questions for Campus Rec:**

Evan asked Adam to confirm that the carry forward balance of $228,573 would be used to supplement club member dues this coming year. Adam responded that it’s more than just the dues; there are many expenses involved when you’re talking about certain clubs, however, we lean more towards intercollegiate athletics than clubs – for example a baseball team that qualifies for a national tournament, which could run between $30k-$40k per trip alone. So rather than supporting the clubs at 40%, we will support them 100% this year.

The point being, this last year students paid into S&A and some of that money went into Sport Clubs, but the students were not able to play. So those that paid and did not utilize those funds are paying it forward into the next year. This carryforward will not likely be used all this coming year, but gives clubs in the coming year(s) the opportunity to pay less to play, and may sustain clubs for 2-3 years; eventually clubs will have to go back to paying more for the expenses.

Evan asked how involved the students were in this decision. Adam clarified this was an Administrative decision based on how it would best suit and the support the students, but student leadership will have a voice when it comes time to determine which clubs get distributions. Caitlin added that students in some clubs pay as much as $2,000 out of their own pockets to be club members. This last year has been difficult on students in several ways and providing them the opportunity to pay less to play is a great benefit to students. Some students have had a difficult year financially, and this is an important piece for next year’s season.

Emma asked out of the 25 clubs, how many go to tournament or nationals where they need to cover those expenses. Caitlan responded that last year, before Covid hit, we had 8 or 9 clubs who were on the verge and 2 clubs whose season had ended and already had traveled to tournaments. Typically, up to half of our clubs qualify.

Rebecca asked if fundraising would still take place for the Foundation to support future students.

Caitlan responded, that being a part of Clubs, they are required to fund raise at least 50% of what they are allocated every year from their student fees. We have 3 tiers of fundraising which are based on the Clubs level of competition, cost requirements, etc. This is standard and has not changed.

Evan asked how Intramurals funding allocation works. Adam indicated that Intramurals is highly subsidized with teams paying $70 per team. Looking at the costs what increases costs for both Sport Clubs and Intramurals is the salaries and benefits which are about a 60/40 (40 being Intramurals) split with a lot of the costs being administrative overhead.

Kurt questioned Adam about his variance of dollars to percent, as students work in dollars rather than percent, and should the students decide to raise the student fee this year this request would work out to be closer to 6% of the distribution. Adam understood what Kurt was asking – confirming that Campus Rec will stand with the request of $431,410 request for their 20-21 Projected Subtotal.

Adam added that it will be interesting to see other constituent presentations which he imagines will also have surplus of money going into the new year, due to the lack of activity and services this last year. Adam also has a concern with agreeing to 6% rather than 7% which could leave to setting a precedent for future years.

Travis encouraged voters to consider the potential of setting precedent this year as we deliberate these presentations, especially when areas are just trying to just get back to where they were prior to COVID.

Evan reminded the committee this is still an odd year for budgets, and we need to be mindful that the decisions made by this committee this year can help support the next few years in getting back on track.

Evan asked Kurt if he had received enrollment numbers; Kurt responded he had not, however the Board of Trustees had received a report that noted that applications were up about 2% over the similar time last year. We remain hopeful and await much firmer information.

Evan encouraged the committee to email any questions to he and Kurt.

Today’s meeting adjourned at 2:47 pm.

Next meeting: Friday, April 16, 2021, 2:00-3:00 pm, Teams Virtual