**Western Washington University**

**Services and Activities Fee Committee   
Meeting Minutes**

**Thursday, April 15, 2022; 1:00-2:00 pm**

**Microsoft Teams**

**Present:** Michael Sledge, Eric Alexander, Raquel Vigil, Glory Busic, Noemi Bueno, Steve Brummel, Steve Card, Mac Franks, Adam Leonard, Caitlin Summers, Cody Fowler, Lucy Caples, Travis Cram, Rebecca McLean, Jack Herring, Mary Piekarczyk, Quin Wilder

**Absent:** Linda Beckman, Debbie Curry (recorder), Ichi Kwon

**Guests:** Megan McGinnis (DRAC)

**Agenda Items:** 1) Approval of 3/10 Meeting Minutes, 2) Athletics Budget Presentation, 3) Campus Rec Budget Presentation

Quin Wilder called the meeting to order at 1:00 pm.

**Approval of 3/10/2022 Meeting Minutes**

Quin asked if there were any corrections to the minutes of the March 10th meeting. Noemi commented she would like the misspelling of her name in two places on page two to be corrected. Quin thanked Noemi and noted the corrections would be made. There were no further corrections. Quin asked for a motion to approve the minutes. Mary moved to approve the minutes and Mac seconded that motion. By a show of hands, the minutes for the March 10, 2022, meeting were unanimously approved.

The committee shared a bit about how they had been spending their time between the last meeting and today and Raquel gave a shoutout to Athletics and the excitement around the women’s basketball programs success this spring.

Quin thanked Debbie for getting the meeting materials out to the committee prior to leaving for vacation and asked Mac and Steve to move forward with the Athletics program budget presentation.

**Athletics Budget Presentation**

Mac mentioned he was calling in from out of town and Steve took the lead in presenting their budget. Steve reviewed an overview sheet followed by the 2023 budget prepared for the committee’s review. He briefly covered the circumstances for what Athletics received from last year’s S&A distribution, experienced disruptions due to covid, to the play or lack of with the various sports and camps, how that affected the players, parents/fans, staff members and the department overall. Athletics is forecasting a deficit this year, but it is too early to know what the total impact will be.

Steve also mentioned that the summer camps had been limited last year, there were no camps the year before and this year will be limited as well. He is hoping for additional resources from the university through the Cares Act which would be a helpful source of revenue in the short term.

Also included in the 2023 budget is the mandatory professional staff wage increase of 4.25% for non-state funded staff; a part-time graduate assistant; and a strength training coaching assistant.

Regarding the grad assistant and the training coach, Mac added these positions were important relative to the safety of the athletes and he provided a bit of insight from his perspective as an athlete as to the importance of these positions; they are a necessary addition for the great coaching staff already working over capacity at the university, and for a program like Western’s the Athletic department has been behind in staffing for a few years and the athletes and current staffing deserve the support.

Lastly Steve added there are five traveling sports programs managing with three trainers and the difficulty as well as liability issues that presents.

Quin asked the student reps for questions or comments they may have. Glory shared that she was happy to see the grad student position rather than another professional staff position. There were no other comments or questions.

Quin thanked Mac and Steve for their presentation and passed the floor off to Adam, Cody, Caitlin, and Lucy.

**Campus Rec Budget Presentation**

Adam explained that the actual Rec Center budget is not what they will be presenting and discussing today. The Rec Center is supported by the Rec Center fee which is roughly a $5.5 million budget and completely separate from what they will be presenting. They will be presenting the Intramurals and Sport Clubs budget today.

Adam provided a brief explanation of the intramurals budget and the fact they did not participate or have activity for an entire fiscal year. They paid basic expenses like salaries (classified and pro staff) and help with support where needed. The Sport Clubs expenses included rental dues and membership commitments, salaries, and benefits (classified and pro staff). There were no student employees working in the Sports Club office; no referees, no supervisors for internal sports taking place.

Adam explained the allocation from fiscal year 21 was a $300,000 carryover which typically has been zero. It was decided to use the carryover to support Intramurals and Sport Clubs and Adam explained that is the plan again this year. They intend to support themselves 100% without asking for a distribution. However, looking into 2024 they will need to resume the 7% fee request, and will not be able to decrease that distribution. Adam also explained they have been very comfortable at 7% for many years, it works well for us, and they want the committee to be very clear this will be the last year they will not “need” to request a slice of the pie.

Quin asked if there was a plan in place to cover the need if overages should occur. Adam responded that students understand that a certain percentage of their costs come from their own pocket. Funds also come from fundraising. Because students were not allowed to play for a year, this has been a gift for them to have things 100% paid for. And this next year there will be more paying it forward to more students being able to enjoy expenses being paid for them. Caitlin also added the initial allocation of funds to a club and their need to fundraise or pay to play per individual to make up the excess as needed has always been the process.

Adam commented that they knew the carryover amount was going to present questions and shared that they tried to be very transparent about how the extra money was being used because it appeared intramural Sport Clubs would be set for a while but that is not the case, and they want to be very clear about that. In fact, next year they may need to pull back a bit depending on how successful some of the clubs are and how deep the support will need to go. Adam also added that he personally feels 95% sure that the Rec Center fee will not go up next year, which he feels is good news.

Quin thanked Adam and staff for their presentation. There were no further comments or questions.

DRAC and AS will be presenting next week.

Today’s meeting adjourned at 1:46 pm

Next meeting: Friday, April 22, 2022, 1:00-2:00 pm, Teams Virtual