**V.J. and Angela Skutt Student Center Advisory Board**

**Tuesday, November 27, 2012**

**Meeting Minutes**

**Voting Members Present:** Students – Kayla Hathcote, Makinzie Vowels; Non-Students – Teresa Affleck (At Large Staff), Jennifer Yee (Faculty), Matt Hill (Alumni), Margaret Zimmer (SAO)

**Non-Voting Members Present:** Eric Yarwood, Ryan Lahne, Scott Maas, Christina Ramirez

**Guests Present:**

**Voting Members Absent:** Students – Shelbie Larson, Andrew Schleisman, Karen Vanderzanden; Non-Students- none

**Non-Voting Members Absent:**

**Welcome:** Eric Yarwood called the meeting to order at 3:38pm.

Review of Minutes
Decision made to unofficially approve minutes from the October 9, 2012 meeting.

Updates:
Wareham Court – (Yarwood as Fleming was unable to make meeting) Retail revenues are up 34% total. This does not include meal exchange. Mike may have updated numbers/figures at the January meeting.

Blue books – We are going to start selling blue books at the Skutt Info Desk. They will be 45¢. We will advertise this in Student News.

DVD rentals kiosk – Red Box will not install as we do not have enough traffic on campus. Eric tried another vendor, again with no luck. The problem is creating enough foot traffic to create enough sales to validate cost. The library does have movies available for check out.

**Old Business:**
Committee Membership:
Retail (Fleming), Vowels, Affleck, Schleisman
Policies (Maas), Yee, Hathcote, TBA
Atmosphere (Yarwood), Vanderzanden, Zimmer, Hill

**New Business:**Next Semester:
Looking at times to meet for Spring Semester. If the same time works for everyone, we will stick with it!

December 4 Meeting:
This meeting has been cancelled. Hope to have committees meet at least once before the January 22 meeting.

Skutt 24 hour study space – IRHG:
We were approached by a representative from IRHG about having Skutt spaces open 24 hours a day for study space. We currently close at 2am and have only a few folks here at that time. We also need to ensure a secure space for students. These, along with cost associated, are things that suggest it is not a necessity. It was suggested we extend 24 hour open times to dead week also as the library is packed during that week.

First Quarter review of Skutt – Lahne:
Review of numbers from 1st Quarter. Total number of events has increased, however paying events (public and affiliate) has dropped. Our catering business continues to grow also. While our retail and concessions commissions are on the rise, our overall catering revenue has dropped.

**Other:**Spring Semester Meeting Dates (Tuesdays):
February 12 - 3:30pm-5:00pm, Skutt 209
March 19 - 3:30pm-5:00pm, Skutt 209
April 9 - 3:30pm-5:00pm, Skutt 209

 **Adjournment:** The meeting adjourned at 4:11pm.