

**Campus Center Board**  
University of Hawai'i at Manoa  
General Meeting Agenda  
Monday, July 17, 2006  
6:00 p.m., CC220

- I. Call to Order
- II. Roll Call
- III. Approval of the Agenda
- IV. Approval of Minutes
  - a. Approve 6/5/06
  - b. Approve 6/19/06
  - c. Approve 7/3/06
- V. Reports
  - a. Executive Committee
    - i. Office Manager
    - ii. Letter to Representatives
  - b. Office Manager
    - i. Advisor Evaluations
    - ii. Melissa needs to take pictures of CCB Members
    - iii. Committee reports are due the Wed before a general meeting at 12:30pm. If your report is not submitted by Wednesday your information will not be added to the agenda.
    - iv. Computers should be used as instructed in a previous general. If you have any questions please contact Melissa asap also there is a map of who should be using what computer on CCB Office door..
    - v. Update calendar are attached
    - vi. Melissa's last day of work will be July 28th. If there is any unfinished business that needs to be completed please contact her asap.
  - c. Activities Council
    - i. No Report
  - d. Budget & Finance Committee
    - i. Please do not forget to turn in your monthly evaluations on time. They are due on the first business day of the month signed by your chair and advisor, filled out in detail, and submitted to my box the first business day so that it may be processed. The Executive Committee is pushing for our whole CCB to earn 3's on their monthly evaluations, which means that we should all become more interactive with the board as a whole and begin to work above and beyond what is expected of us. The problem with these monthly evaluations not being turned in on time they are processed late with the Fiscal Office. So, Chairs please remind your committee members to fill these out at the last meeting of the month.
  - e. Campus Relations Committee
    - i. Welcome Back Day
      - 1. Monday August 21st, 2006
      - 2. 12pm- 1:30pm
  - f. Facilities Management Committee
    - i. Will be meeting on Friday
  - g. Membership Committee
    - i. No Report
  - h. Rules & Policies Committee CCB

- i. Ad Hoc Presentation Committee
  - j. Director's /Advisors' Report
    - i. Services
      - 1. All Campus Center Board Budgets were approved by Interim Vice Chancellor Dr. Iwaoka.
      - 2. The Campus Center will be open for Statehood Day 08/18/06 from 9A - 1P to process IDs and sell UPASSES. Only the Ticket and Information Office will be opened. Campus Dining Services and some food services will also be available at the Campus Center on that day.
      - 3. The new CC website is near completion and is going through final edits.
    - ii. Facilities
      - 1. Airhandler Replacements - this will begin 07/14/06 and will be completed by Aug 7.
      - 2. Reroofing - there is a delay in the Reroofing project. The contract has been awarded but a notice to proceed has not yet been issued.
      - 3. Arcade Renovation - this will be completed by end of July. The doors have arrived on island. The Bookstore will be using this space for their computer store.
      - 4. Bookstore Renovation - Phase I of this project is completed (check it out....) and Phase II has already started. This will not effect the CC much. Phase III likely to begin in Sept.
      - 5. Recoating of the stairways have been completed.
      - 6. Dining Room Partitions - This has been completed. We anticipate painting the room an off white.
    - iii. Personnel
      - 1. We have been short staffed at our Custodial and Maintenance Services.
      - 2. Kelci Shigii has joined Ticket and Information Services as a Service Associate.
- VI. Board Decisions
    - a. CCB Generated Newsletter
  - VII. ACUI Presentation
    - a. Anika
  - VIII. Announcements
  - IX. Adjournment