



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Facilities & Sustainability Committee
SUN-3305 & Zoom ID:88135160112
March 27, 2025 – 12:00pm**

MINUTES

- Members Present:** Sophia Garcia, Sean Kinnally, Isaias Mendoza-Placencia, Jocelyn Paz, Anthony Roberson, Diana Ruiz
- Members Absent:** Sasha Baltazar, Joselyn Gutierrez
- Staff Present:** Vilayat Del Rossi, Elizabeth Junker, Mario Orellana, Mike Rister
- Guests Present:** Jiselle Villegas
- Call to Order:** Meeting called to order by Chair Mendoza-Placencia at 12:32 p.m.
- Roll Call:** A verbal roll call was conducted, and quorum was confirmed.
- Approval of Minutes:** M/S Roberson/Paz motion to approve Facilities and Sustainability Meeting Minutes from January 20, 2025.
Motion passed.
- Open Forum:** None.
- Adoption of Agenda:** M/S Roberson/Paz motion to adopt agenda.
Motion passed.

NEW BUSINESS:

FS 10/25 ASI and SMSU/RecWell Partnership to re-purposes unused boxes for the Coyote Garden, Guest Speakers: Mike Rister, ASI Executive Director and Jiselle Villegas, ASI Sustainability Coordinator (Discussion, Roberson).

M/S Paz/Roberson motion to open FS 10/25 ASI and SMSU/RecWell Partnership to re-purposes unused boxes for the Coyote Garden, Guest Speakers: Mike Rister, ASI Executive Director and Jiselle Villegas, ASI Sustainability Coordinator.

Mr. Roberson introduced the idea stemming from a conversation between himself, Mike Rister, and the ASI Sustainability Chair. Mike Rister acknowledged Giselle Villegas as the lead on the idea and passed the floor to her to explain the project. Giselle explained the process of repurposing cardboard boxes from campus vendors for the Coyote Garden, a technique known as sheet mulching. The committee discussed moving forward; cardboard will be set aside for maintenance rather than pulled from dumpsters. Anthony Roberson will formalize a written operational procedure for collection, storage, and safety. Plans include storing cardboard under overhangs to avoid weather damage and breaking down boxes in advance. The committee also discussed practical issues such as storage logistics to avoid clutter or rain damage and informing other campus stakeholders like the bookstore and Starbucks about sharing the space. The team suggested future possibilities like visual arts students benefiting from repurposed cardboard for projects. Giselle clarified the project is small-scale but hopes it could expand, and Mike Rister mentioned potential campus-wide sustainability expansion and using the initiative for ASI programming and social media outreach.

FS 11/25 Event Spaces in SMSU South & North, Guest Speaker: Mario Orellana, Events Manager (Discussion, Roberson).

M/S Roberson/Paz motion to open FS 11/25 Event Spaces in SMSU South & North, Guest Speaker: Mario Orellana, Events Manager.

Mario Orellana provided an overview of the event spaces available in the building, highlighting the two main facilities, South and North, which offer numerous rentable spaces for both on-campus and off-campus events. He discussed the various event types of these spaces can accommodate and emphasized that student clubs and organizations receive discounted or free rates for space reservations, with fees primarily covering labor and setup costs. The conversation also touched on changes regarding the amphitheater, which will no longer be managed by the Student Union but by Special Events and Guest Services, and the importance of transparency and communication in decisions about bookable spaces.

FS 12/25 RecWell Office Expansion: Addition of 3 new workstations going in former adventure space (Discussion, Kinnally).

M/S Roberson/Kinnally motion to open FS 12/25 RecWell Office Expansion: Addition of 3 new workstations going in former adventure space.

Sean Kinnally discussed plans to create three new workspaces within the recreation facility. The addition aims to provide more workspace for staff, including one office for marketing, another for the facilities coordinator, and the third for a maintenance specialist. The project is still in the planning stages, and once the design and cost estimates are finalized, more details will be presented to the committee. There was also a discussion about the washing machines in the Rec Center, which will remain in place for equipment cleaning. While some members suggested the possibility of adding washing machines to the SMSU South, the costs and logistics will be

evaluated in the future. The expansion would not require moving any current staff, as the area is currently unused.

Announcements

No announcements.

Adjournment

M/S Roberson/Paz motion to adjourn meeting at 1:03pm.

Reviewed and respectfully submitted by:

Isaias Mendoza-Placencia, Chair

Date _____