



**UCRA Meeting Minutes  
November 30, 2018  
The President's Conference Room  
10 a.m. to noon**

Members Present: J. Burke, D. Hareza (Convener), R. Day, C. Dietz, B. Dolan, J. Krukones, M. Sheldon, E. Swenson, G. Weinstein, C. Wenzel

Excused Members: C. Beam, J. Dillon, D. Kilbride, P. Shick, S. Vitaoe

Retired Faculty: F. Navratil

Recording Minutes: P. Chiller

**1. Approval of Meeting Minutes from September 21, 2018**

The Committee approved meeting minutes from September 21, 2018.

**2. External Properties Review for FY2018**

D. Hareza reviewed net income/loss and capital investments for rented homes, apartments and the shopping center. John Carroll University owns approximately 39 houses with half of them managed by Residence Life. In 2018, the apartments recovered from a 2017 loss of \$(160) K with \$117K in net income. The shopping center netted a loss of \$(138) K for 2018, due to the impact of Sweet Melissa's bankruptcy.

D. Hareza reviewed six properties sold by John Carroll University in 2017 and 2018 gaining \$754K for the university. Coral Management was hired after an extensive RFP and will begin managing external properties on December 1, 2018. Coral will work as a strategic partner with John Carroll's Purchasing Director, Lou Genovese to fill available space in the shopping center with businesses that make the most sense for the community and the university.

**3. Capital Spending Updates for Facilities**

C. Dietz review FY18-19 major project status. C. Dietz gained large cost savings by redesigning the sizes and number of boilers used to fulfill JCU's Mechanical/HVAC project needs. C. Dietz defined Deferred Maintenance and Capital Renewal Inclusions and Exclusions. John Carroll University's Deferred Maintenance totals \$15.5M, but it is not unusual for universities; even with ample money, to fulfill all of the university's needs due to a number of factors (time and bandwidth). The capital funding budget is historically \$6.0-\$6.5M annually.

C. Dietz reviewed FY20-FY24 Projects to be prioritized. D. Hareza wants feedback from the UCRA Committee to help Facilities and IT with allocation of their project funds. The Board of Directors toured John Carroll University Facilities and understand the challenges.

C. Dietz reviewed space utilization and planning for student services with most moves to take place during the summer. The Student Union presented campus improvements to Senior Leadership and will also make a presentation to the Board of Directors. Expanding patio and outdoor seating options and Corbo Room improvements could be a few quick wins for the students.

4. **Capital Spending Updates for IT**

J. Burke reviewed FY19 Capital Projects, FY20 Potential Capital Projects and Cyber Security. Required Cyber Security training will be offered on-line and begin January 28, 2019.

**APPROVED: 2/22/19**