



AS Bookstore's Request for funding from AS Bookstore Reserve Account 2016

Proposed Motion: *Move to pass the Resolution Regarding Bookstore's funding request 2016*

Sponsor: *Hannah Brock | ASVP for Business and Operations*

Persons of Contact: *Hannah Brock | ASVP for Business and Operations*

Guest Speaker: *Peg Godwin AS Bookstore Manager*

Date: May 24, 2016

Attached Document Attached is the Resolution AS Bookstore's Request for funding from AS Bookstore Reserve Account 2016

Background & Context: This is a proposal to seek funding from the AS Bookstore's Reserve fund to support Bookstore operations. The Total request is for \$44,014.

	Date	Cost
5 New Registers from Sequoia with programming	2016 January	\$ 12,974.00
Verba Compete and Collect	2016 yearly	\$ 12,000.00
Bags with AS logo	2016 August	\$ 7,200.00
7 new Dell Optiplex 7040	2016 April	\$ 4,752.00
New tents for Graduation at Civic field	2016 May	\$ 2,336.00
2 more New Register	2016 May	\$ 4,752.00
Total Request Request		\$ 44,014.00

Summary of Proposal

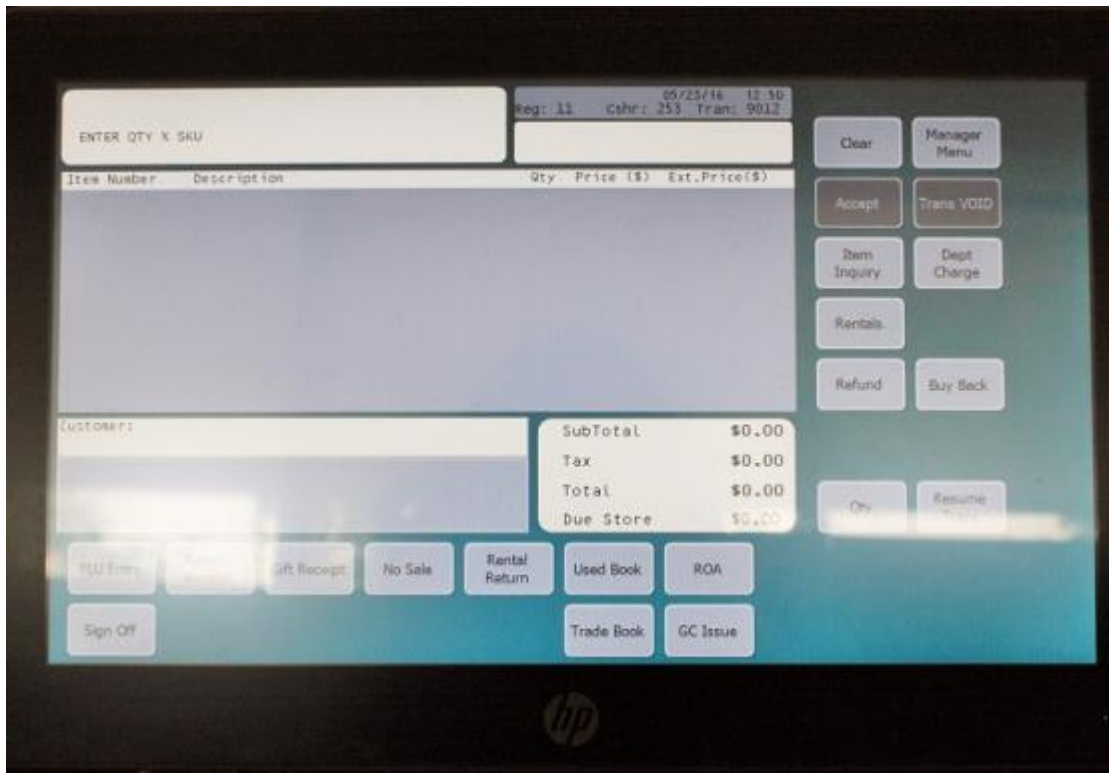
This proposal is to spend money the AS Bookstore contributed to the AS Reserve fund from FY 15. The AS Bookstore contributed \$58,561.00 last year. This contribution was the share of revenue from AS Bookstore operations in FY 15.

Fiscal Impacts: Last year contribution to this reserve account was \$58,561. This request is for \$44,014. Which would leave a balance of \$14,547. The contribution for FY 16 is expected to be about \$45,000.

Rationale:

New Registers:

The AS Bookstore has replaced seven of ten registers that we use as part of our POS system. The registers that we are replacing are almost 15 years old and are at the end of life for support for the version of Windows that they use. The new registers are touch screen and have much better functionality. We replaced five in January and another two this month. The total replacement cost with software upgrades is \$17,726.



New Dell Computers: This year as part of our effort to refresh the desktops that are used in the AS Bookstore we replace seven old HP desktops that were at end of life with seven new Dell OptiPlex 7040. The total cost **\$4,752**.

VERBA Software: This software allows for price comparison shopping by student on the AS Bookstores ecommerce site. More than 4,500 units were purchased on the site this year. We also use the VerbaCollect software that has helped the AS Bookstore communicate more effectively with faculty members to increase the number of course materials ordered by faculty before classes start. Total cost **\$12,000**.

AS Branded Reusable Totes: The AS Bookstore distributes over 15,00 reusable tote bags each year. These bags have the AS brand as well as the Western brand and the Bookstore brand. These are important to reduce waste and brand the University throughout Bellingham. Total cost is **\$7,200**.

New Tents: Graduation this year will be at Civic Field. The AS Bookstore supports this ceremony selling merchandise for friends and families. We purchased two new tents this year for the event at Civic Field. We can also use the tents throughout the year to move merchandise outside for impulse sales and to make the plaza more inviting. Total cost **\$2,336**.

