

Name	Sriram Vujjini	Building Manager Log	
Date	04.12.2025		
Time	4 pm - 1:30 am		
<u>ROOM</u>	<u>Notes:</u>		
Ballroom A - 2100A			
Ballroom B - 2100B			
Ballroom C - 2100C			
Ballroom ABC - 2100	Prefunction set for Phi Alpha Delta		
The Oval Theater - 2500	Set for Caribbean Cultural Exchange		
Legacy Room - 2702	Set for Alpha Kappa Alpha		
Honors Room - 2703			
Big East Room - 2705			
Ybor Room - 2706			
Spirit Room - 2707			
Plaza Room - 2708	Set for Phi Delta Epsilon		
Hillsborough Room - 2709	Set for Men's Lacrosse Club		
Sabal Room - 3700			
Palm Conf. Room - 3701			
Orchid Room - 3702			
Tarpon Room - 3704	Set for Cornerstone Christian Church		
Manatee Room - 3705	Set for Cornerstone Christian Church		
Oak Room - 3707	Set for Grad National Student Speech Lang Hearing Assoc		
Sandhill Crane Room - 3708	Set for Cornerstone Christian Church		
Bob Room - 3709			
Egret Room - 3711			
Columbia Room - 3712			
Challenger Room - 3713	Set for Cornerstone Christian Church		
The Chamber - 4200			
1st Floor Student Life Tower			
2nd Floor Student Life Tower			
3rd Floor Student Life Tower			
4th Floor Student Life Tower			
Amphitheater	Struck		
Atrium			
North Entrance (Outside)			
East Entrance (Outside)			
SVC Breeze Way (Outside)			
Crescent Hill			
MSC/MLK Plaza (Outside)	Set for Kappa Phi Lambda		
SKYPAD			
BullPen/S&L Area (Outside)			
Electronics			
BM/Set-up/Bull Market Radios	11	Count all radios - notify E1 if any electronics are missing or broken	
BM Cell Phone	1		
Crew			
Info Desk Staff	Sumaya Ahmed Noor, Jenny Tran, Amarlia Bellot		
# of Set Up Keys	1		
Set-up Crew	Kritin Kaul, Rustambek Kholmatov, Loc Nguyen, Madison Perez		
Event staff	An Pham, Abrar Zahin		
SNL Standby Tech	Rasmitha Chinthalapally, Vamsi Ala		
SNL Event Tech	Long Vo, Vatsal Kapoor, Mohammad Wasif Hossain, Dinh Sy Anh Nguyen		
Bull Market			
Additional Duties/Notes			
Maintenace issues:	Yes / No	work order submitted :	
Conference wing CLOCK issues	RM#	yes/ no	
Conference wing Light issues:	RM#	yes/no	

Additional Notes: 4 pm: Previous BM told the current BM that both the main elevators are now down (cart 1 has been down for a while cart 2 went down today at around 4 pm). Previous BM said she tried resetting it but it did not work. Current BM texted Operations 1 and Logistics 2 about it and tried resetting again but it did not work. The elevator was not responding to the buttons at all (it was in 4th floor). Maintenance 3 (Tony) assisted BM on facetime upon operations contacting him about it. He assisted BM in hitting a special reset button inside the elevator panel in 4th floor. After trying a couple of special reset buttons, the elevator started working again. BM communicated the same to operations 1, L2 and UPD. SLT elevators were used while cart 2 was being fixed, with zip ties put around SLT door crashbars. BM removed the zip ties and put the SLT elevator back in independent service after cart 2 was fixed.

Upon checking the setup for ballroom event at 6 pm, BM found that a podium was missing. BM and a setup crew member put it on the stage.

An glam from event staff had trouble clocking out after her shift as both the ipads were running into errors. She communicated to the BM that she would be clocking out on her phone as there was no other option. BM acknowledged it. BM also hit some buttons in settings in the ipad to get it working again.

The client in the amphitheatre overstayed their reservation by 15 minutes.

The client in ballroom (Phi Alpha Delta) asked for black table cloths on the banquet tables at the back and an extra banquet table. The request was accommodated.

There were people found in 3702 in one of the rounds. BM asked them to leave as they didn't have a reservation.

Setup crew did not lock 3705 after their setup and a couple of people went in there and were hanging out. BM asked them to leave as they didn't have a reservation.