

UNIVERSITY AUXILIARY SERVICES AT ALBANY
BOARD OF DIRECTORS MEETING
Standish Room, Science Library
May 9, 2012 - 9:00 A.M.

President Garafola convened the meeting at 9:07 a.m. The following Directors were present:

Mr. Matt O'Neil	Mr. Tom Bessette
Dr. Mike Christakis	Ms. Laurie Garafola
Mr. Tremayne Price	Ms. Sophia Hammett Turner
Mr. Bill McCann	Mr. Kevin Wilcox
Ms. Candace Merbler	Mr. Matt Curran
Mr. Fardin Sanai	Mr. Jay Wholly
Mr. Arthur Rushforth	

Absent: Ms. Carol Anderson, Mr. Zafir Uddin

Also in attendance: Mr. Steve Pearse, UAS Executive Director; Ms. Sharon Webster, UAS SUNYCard Manager; Ms. Karen Kettlewell, UAS Associate Executive Director; Ms. Cynthia Calautti, UAS Director of Communications; Ms. Emily Tracy, UAS Director of Human Resources; Mr. Randy Simmons, UAS Director of Accounting; Mr. Timothy Lawrence, UAS Financial Staff Associate

PUBLIC COMMENT

None at this time

APPROVAL OF MARCH 28, 2012 BOARD MEETING MINUTES

A motion was made to approve the March 28, 2012 minutes by Mr. Bessette, seconded by Dr. Christakis and approved unanimously.

EXECUTIVE DIRECTOR'S REPORT

Mr. Pearse reviewed the 2011-2012 budget and informed the board on the projected 2012-2013 budget. Please see attached PowerPoint for specific details.

Mr. Pearse posed the question of whether or not there should continuous increase in funds given through various agencies, or if that increase should be put towards the

upcoming campus construction and expansions. Mr. McCann questioned the impact when the increases are minimal compared to overall budget and what it would accomplish. Mr. Pearse stated that even though the amount in question is minimal compared to the overall campus expansion budget, it could be used in other areas with far more impact. Discussion regarding the long-term vision for dining services in the Campus Center took place.

Mr. Pearse discussed some budget uncertainties facing UAS, including Shop 24 vending machines, the laundry services RFP, the four extra feeding days during the 2012-2013 academic year, the reduction of hours at Tim Horton's, and the locally farmed pork initiative.

Mr. Wilcox motioned to approve the 2012-2013 budget as presented, Dr. Christakis seconded, approved unanimously.

SUNYCARD OVERVIEW

Ms. Webster gave a brief overview of changes and developments in the SUNYCard office. See attached PowerPoint for more information on residential and academic card reader installations and specific equipment details.

Ms. Webster also reviewed the NACCU Benchmark Survey and compared the SUNYCard system to five other comparable universities. Additional details are in the PowerPoint presentation.

COMMITTEE REPORTS

Services Committee

Dr. Christakis presented the annual summary, which included information on the bookstore contract, and discussed the joint meeting with the dining committee. An agreement was made to merge the dining and services committee into one services committee. Ad-hoc committees would be formed to address large specific projects as needed.

Finance and Audit Committee

Ms. Hammett-Turner reviewed the previous finance meeting, which was largely based around the budget.

Dining Committee

Mr. Bessette reviewed the annual summary and discussed the recent site visits to other campuses. Mr. Bessette mentioned that a full report on each site visit will be created and available in the Fall semester.

Governance Committee

President Garafola briefly discussed the current by-law changes taking place and mentioned that the changes will be presented to the board for review in the second meeting of the Fall semester. The committee plans to work over the summer to create an on-boarding and orientation process for incoming board members. The committee will also be creating an application for non-board members to complete if they are interested in committee membership.

Program Fund Committee

Mr. Rushforth reviewed the annual summary.

NEW BUSINESS

None at this time.

PUBLIC COMMENT

None at this time.

ADJOURNMENT

Dr. Christakis moved for adjournment at 10:40, seconded by Mr. Rushforth, approved unanimously.

Respectfully Submitted,

Jay Wholley
Board Secretary