

UNIVERSITY AUXILIARY SERVICES AT ALBANY, INC.
BOARD OF DIRECTORS MEETING
STANDISH ROOM, SCIENCE LIBRARY
MAY 4, 2005

President Murphy convened the meeting at 10:05 A.M. The following Directors were present:

Ms. Carol Anderson	Dr. Sung Bok Kim
Mr. Mahaliel Bethea	Mr. William McCann
Ms. Katherine Button	Mr. John Murphy
Mr. Nicholas Chiuchiolo	Mr. Leo Neveu
Ms. Michelle DiDonna	Mr. Joseph Patalano
Ms. Laurie Garafola	Mr. Daniel Smith
Ms. Esmeralda Hoscoy	Ms. Sophia Hammett Turner
Mr. Darwin Jones	

Also present were: Dr. Filippone, UAS Executive Director; Dr. Rota, UAS Associate Executive Director; Ms. Calautti, UAS Assistant Director; Ms. Kettlewell, UAS Director of Food Service; Ms. LaTourrette, UAS Corporate Secretary; Ms. Lowery, Vice President for Finance and Business; Ms. Bouchard, Associate Vice President for Student Affairs; Mr. Lembo, Chartwells Resident District Manager; Mr. White, Envision Strategies; Mr. Birge, Student Activities; and Mr. Ranc, Bookstore Manager.

MINUTES

With no changes or additions, Ms. Anderson moved to approve the February 24, 2005 Board meeting minutes. Motion seconded by Ms. Turner and carried unanimously.

OFFICER'S REPORTS

President Murphy read a statement to the Board (attached).

COMMITTEE REPORTS

Program Committee - Co-Chair DiDonna reported that the committee had met on April 8 and again on April 29. To increase recognition that UAS financially supports university events, the committee unanimously voted to increase the total program fund budget to \$175,000 for FY 2005-2006, and to award program funds as follows:

- \$10,000 President Hall Scholarship Fund
- \$10,000 Fountain Day
- \$ 5,000 Big Purple Growl
- \$10,000 Campus Center Late Night Programming
(Student Affairs, Student Association Initiative)
- \$10,000 Homecoming & Alumni Weekend
- \$10,000 UAS Speaker Forum
- \$ 5,000 Campus Clean Up

The remainder of the program funds will be awarded as they have been in past years, for the fall and spring semester, and with \$10,000 reserved for supplemental program funds. For fiscal year 2004-2005 UAS awarded approximately \$145,000 in program funds via the program fund application process, with \$10,000 of this amount utilized for supplemental program funds.

Finance/Audit Committee - Mr. Neveu, Chair, reported that this committee met on April 20. It was to be a combined meeting with the Dining Services Committee, however, no one was present from the Dining Services Committee. The budget proposal was reviewed. The committee agreed to increase program funds from \$150,000 to \$175,000. Whether or not the cost of washers and dryers will be included in the university room rate, will be considered after receiving a recommendation from the University and upon renewal of the washer/dryer contract. The drop in bookstore business and commissions was discussed as sales revenues were down \$12,000 to \$15,000 for FY 2004-2005. Mr. Neveu advised that the overall proposed UAS budget was a responsible, balanced budget and that the committee recommended adoption of this proposed budget for 2005-2006.

Bookstore Committee - Mr. Smith, Chair, reported that the committee had met May 3. Textbook pricing was discussed, as well as methods to encourage faculty to turn in their book orders in a timely manner.

Long Range Planning Committee - Ms. Anderson, Chair, reported that Envision Strategies is here today with options they wish to present with respect to the developing master plan for dining facilities.

EXECUTIVE DIRECTOR'S REPORT

Dr. Filippone reported that University President Hall has a very student-centered focus, and UAS should be prepared to advance his initiatives. For example, we will consider overlapping work hours for administrators so that we are available to meet with students when they are available and/or evaluate student services at the prime times they are offered. The Town Hall meetings over the past three years have actually been a precursor of this student-centered approach. Also, this year Ms. Kettlewell and Ms. Peterson instituted "Meet the Director" nights in the quads. Three to four thousand students have been attending each Saturday night fest in the Campus Center this year, and with the projected increase in the number of students for next year, UAS and Chartwells must be prepared to provide excellent quality service especially during these challenging times. Over the summer UAS is expanding its marketing program to find more and better ways to convey information to students, and to collect information from students. Ms. Calautti will re-design the UAS web site prior to summer planning conferences so that incoming students can have available accurate and timely information. Ms. Kettlewell will seek student input regarding fall semester menu development.

NEW BUSINESS

Proposed Budget for 2005-06 - Dr. Rota reported that the format of the budget was revised as requested by Board members last year, and comparison fiscal information from FY 04-05 was provided pursuant to the request of the Audit and Finance Committee meeting of April 20. She reviewed the budget with the Board. Mr. Jones

moved to accept the budget as presented and Mr. Neveu seconded the motion which carried unanimously.

Envision Strategies Report - With regard to the UAS master planning process, Mr. White recapped the options under consideration including potential Campus Center options.

The options to be considered at this point are:

- Option #1 - Marketplace dining in all 4 quads
- Option #2 - Consolidate AYCE (all you care to eat) dining into 2 quads
- Option #3 - Consolidate into a free-standing location with smaller Emporium venues at two quads
- Option #4 - Expand Campus Center for AYCE Venue with smaller A la Carte venues in each quad

Planning Considerations discussed were:

- Feasibility of a building addition to the Campus Center
- Alternatives to AYCE in Campus Center
- Impact on Campus Center Building
- Impact on Residence Life

Envision Strategies will incorporate these considerations into a written report.

ADJOURNMENT

Mr. Smith moved to adjourn at 12:30 P.M. Mr. Bethea seconded the motion which carried unanimously.