

UNIVERSITY AUXILIARY SERVICES AT ALBANY
BOARD OF DIRECTORS MEETING
Science Library, Standish Room
MAY 6, 2009, 2:00 P.M.

President Murphy convened the meeting at 2:11p.m. The following Directors were present:

Mr. Tom Bessette	Mr. William McCann
Ms. Sophia Hammett Turner	Ms. Karen Acosta McNeill
Ms. Laurie Garafola	Mr. Joshua Sussman
Mr. William Jaremko	Ms. Carol Anderson
Mr. John Murphy	Dr. Richard Goldstein
Mr. Kevin Wilcox	

Absent: Ms. Leah Rotella; Ms. Samantha Bernstein; Mr. Dan Truchan, III; Mr. Colin Ebel

Also in attendance: Mr. Smith, UAS Executive Director; Ms. DiDonna, UAS Associate Executive Director; Ms. Kettlewell, UAS Associate Executive Director; Mr. Gorgas, UAS Director of Finance; Ms. Obie, UAS Administrative Assistant

PUBLIC COMMENT

None at this time.

MINUTES

A motion was made to approve the minutes of the April 22, 2009 Board meeting by Mr. Bessette. This motion was seconded by Mr. McCann and approved unanimously.

EXECUTIVE DIRECTOR REPORT

Mr. Smith announced that in honor of the Board of Directors' service to UAS and the University, UAS will donate new cement benches that will replace existing metal ones near the east entrance to the Campus Center.

Mr. Smith thanked Mr. Murphy for his service and leadership during his term as Board President; his contributions will be celebrated during the September Board meeting. Mr.

Murphy will participate in Board activities until the September Board meeting, at which point a new Board President, officers, and Committee Chairs will be appointed.

Mr. Murphy reported that Mr. Bessette was re-elected by the Faculty to the UAS Board. Ms. Candace Merbler, a University Library Research Support Associate, also was newly elected, and will be seated in September. Mr. Sussman, now President of the Student Association (SA), noted the departure of several student Board members and offered to provide the SA appointments soon. Mr. Smith noted that Board member terms need to be clearly stated when we seat the Board this fall, so that we can clearly communicate with electoral organizations on campus when we require new Board members.

COMMITTEE REPORTS

Finance and Audit Committee – The Finance Committee met May 5 to hear three hour-long presentations by the finalist auditing firms. Sixteen RFPs were originally sent to possible candidates; nine firms responded, and a total of seven bids were received following the withdrawal of two firms. Mr. Smith, Mr. Gorgas, and Mr. Randy Simmons, UAS Accountant, met to review the bids received and narrowed the list of candidates down to the following three firms:

- UHY LLP
- Wojeski & Company CPAs P.C.
- The Bonadio Group, CPAs, Consultants

Following the presentations and discussion, the Committee voted unanimously to recommend to the Board that UHY LLP be contracted as UAS' independent auditor for a three-year contract with two one-year renewal options. Mr. Smith reported having received superlative references on behalf of UHY LLP and the two UHY partners who will work with UAS. Mr. Wilcox made a motion to the Board to engage UHP LLP as auditor, allowing Mr. Smith as Executive Director and Mr. Wilcox as Finance and Audit Committee Chair, to expedite a contract. The motion was seconded by Mr. Bessette and approved unanimously.

Program Committee – Committee Chair, Ms. Acosta McNeill, reported the Committee met on April 29 and reviewed the first round of 2009-10 Program Fund Applications. (Report Attached.) She thanked Ms. Alexandra Angel for compiling the allocations summary report.

Numerous Program Fund Applications were received for new initiatives. Ms. Acosta McNeill noted the second round application deadline has been moved from September to October, 2009, allowing more organizations increased flexibility to draft applications for submission.

Mr. Sussman inquired how unexpended Program Funds will be treated this year. Mr. Smith stated that these funds will not be endowed, but rather carried over into the following year for use. Mr. Smith noted that the Program Fund application and approval changes made to increase the probability of all funds being expended will not see results until next year, so that we are still forecasting unallocated Program Funds this year. Mr. Smith stated that it is his desire that these funds be expended, and that he may make recommendations to the Program Committee and Executive Committee this summer if opportunities arise to support University activities with these funds during the current fiscal year.

Bookstore Committee – Committee Chair, Ms. Anderson, reported the Committee met on May 5 and addressed several priority items, including the bookstore contract. Mr. Smith reported that he and his staff plan to provide a draft Request for Proposals (RFP) to the Committee to support the first full Board meeting of FY 2009-10 in September.

The New York State Textbook Access Act will take effect on July 1, 2009. Based on perspectives offered at the SUNY Auxiliary Services Association (SASA) Executive Meeting two weeks ago, Mr. Smith reported that UAS and UAlbany appear to be leading, rather than lagging, our peers in our preparations for compliance. Ms. Anderson noted concern with regard to future case lawsuits.

Long Range Planning Committee – Committee Chair, Mr. Bessette, reported the lack of quorum and cancellation of a May 1 meeting. Discussion followed regarding ensuring continuity of the Campus Center Extension construction project, and UAlbany and UAS' roles to that extent.

Dining and Services Committee – Committee Chair, Mr. Jaremko, had no news to report.

OLD BUSINESS

None

NEW BUSINESS

Mr. Wilcox and Mr. Murphy thanked student Board members who have proved to be diligent and productive participants over the course of several years.

Mr. Wilcox motioned that Mr. Sussman be approved to replace Mr. Ebel as a member of the Executive Committee during the summer months. The motion was seconded by Mr. Bessette and approved unanimously. Ms. Bernstein, an Executive Committee member, will reside in downstate New York during the summer and be invited to participate in meetings via teleconference.

Several Board members noted the benefit of utilizing summer months to address the scheduling of future Board and Committee meetings and avoid scheduling conflicts and low attendance. Mr. Sussman added that student Board member calendars will be more accessible in the future and aid schedule coordination. Mr. Smith agreed to move ahead with early meeting planning, while noting that Committees are not required to conduct meetings prior to every Board meeting if they do not have business to conduct.

PUBLIC COMMENT

None

ADJOURNMENT

A motion was made by Ms. Hammett Turner to adjourn the meeting. The motion was seconded by Ms. Anderson and unanimously adjourned at 2:48 p.m.

Respectfully Submitted,

Leah Rotella
Board Secretary