

UNIVERSITY AUXILIARY SERVICES AT ALBANY  
BOARD OF DIRECTORS MEETING  
UNIVERSITY HALL ROOM 306  
OCTOBER 17, 2007

President Murphy convened the meeting at 9:17 A.M. The following Directors were present:

Mr. Richard Z. Goldstein	Mr. William McCann
Ms. Sophia Hammet-Turner	Mr. Brian Tregerman
Mr. Colin Ebel	Mr. Karl Schelegel
Mr. Kevin Wilcox	Ms. Carol Anderson
Mr. John Murphy	Ms. Laurie Garafola
Mr. Tom Bessette	Ms. Karen Acosta McNeill
Mr. Michael Cassidy	Ms. Kristen Barret

Absent: Mr. Simon Afeworki

Also in attendance: Dr. Filippone, UAS Executive Director; Dr. Rota, UAS Associate Executive Director; Ms. DiDonna, UAS Associate Executive Director; Ms. Calautti, UAS Director of Communications, Mr. Gorgas, UAS Director of Finance; Ms. Finnegan, UAS Bookkeeper; Mr. Simmons, UAS Accountant; Ms. Mathis – Peterson, Chartwells Director of Operations, Mr. Lembo, Chartwells Resident District Manager; Ms. Langendorf, UAS Graduate Assistant; Mr. Sheehan, UAS Legal Counsel.

Packet review

MINUTES

A motion was made to approve the May 9<sup>th</sup> Board minutes by Mr. Schlegel. This motion was seconded by Ms. Hammett-Turner and approved unanimously.

ELECTION OF OFFICERS

For President, Mr. Cassidy nominated Mr. Murphy. Motion seconded by Mr. McCann. With no further nominations, Mr. Murphy is President by acclamation.

For Vice President, Mr. Tregerman nominated Mr. Schlegel. Motion seconded by Mr. Cassidy. With no further nominations, Mr. Schlegel is Vice President by acclamation.

For Secretary, Mr. Murphy nominated Ms. Angel. Motion seconded by Ms. Anderson. With no further nominations, Ms. Angel is Secretary by acclamation.

BOARD RESPONSIBILITIES

Mr. Bill Sheehan, UAS Legal Counsel gave an overview of UAS as a corporate entity, and addressed the Board regarding duties and obligations as Board members.

## COMMITTEE REPORTS

Program Committee - Ms. Hammett-Turner reported on behalf of the program committee. The Program Fund Status summary is included in the hand out packet. The committee awarded \$36,672 for the 2<sup>nd</sup> round. In total \$152,276.85 was awarded for 07-08.

Note change in agenda.

## EXECUTIVE DIRECTOR'S REPORT

Dr. Filippone introduced all of UAS and Chartwells staff present.

Dr. Filippone's formal remarks are attached. She also updated the Board on the upcoming release of the Request for Proposals for Beverages. As a result of discussions with the University community last semester, UAS has drafted the RFP so as NOT to request exclusivity. Although vending and fountain service will remain exclusive, UAS has designated retail outlets such as Outakes, Empire Commons Café, the East Campus Café, the Downtown Café, and the University Bookstore as non-exclusive, and able to serve any type of beverage, with no limitations on proportions of brands served. Dr. Filippone explained this approach would provide for a wider variety of brands available on campus. She further explained this approach will likely result in reduced royalties and commissions.

Several members of the Board asked if the RFP could be released to allow bidders to respond in two ways: 1) Exclusive service, including vending, fountain and retail, and 2) Non-exclusive as explained by Dr. Filippone above. If we were to release the bid in this fashion, we could quantify the cost of non-exclusivity when the bids are evaluated.

Dr. Filippone advised the Board the RFP could be reworded to allow for both types of responses from vendors. Mr. Tregerman moved that the RFP be reworded to reflect both types of responses. Mr. Cassidy seconded the motion, which was approved unanimously.

## COMMITTEE REPORTS CONTINUED

Finance & Audit Committee – Mr. Wilcox reported that the committee has been unable to meet at this point. Their upcoming meeting will be to address the UAS Audit conducted by KPMG. At this time the audit has not been completed but is well within the range of completion.

## NEW BUSINESS

Bank Resolution – A resolution was presented to designate Dr. Filippone, Dr. Rota, and Mr. Gorgas as official signators of all UAS bank accounts. A motion was made by Ms. Anderson and seconded by Mr. Bessette. With no further discussion resolution was passed unanimously.

Executive Committee Resolution – With the election of officers complete, a motion was made by Ms. Anderson to appoint the Executive Committee, to include John Murphy, Karl Schlegel, Kevin Wilcox, Brian Tregerman and Laurie Garafola. Dr. Goldstein seconded this motion. With no further discussion the motion passed unanimously.

ADJOURNMENT

A motion was made by Mr. Tregerman to adjourn the meeting. Seconded by Mr. Schlegel and unanimously adjourned at 10:30 AM.

Respectfully Submitted,

Alexandra Angel  
Board Secretary