

UNIVERSITY AUXILIARY SERVICES AT ALBANY
BOARD OF DIRECTORS MEETING
Danes Den, Indian Quad Dining Hall
December 9, 2010, 11:30 A.M.

President Garafola convened the meeting at 11:37 a.m. The following Directors were present:

Ms. Laurie Garafola	Mr. William McCann
Mr. Kevin Wilcox	Ms. Carol Anderson
Mr. Tremayne Price	Ms. Leah Rotella
Ms. Sophia Hammett Turner	Ms. Gael Black
Mr. Tom Bessette	Mr. Matt O'Neil
Dr. Michael Christakis	

Absent: Mr. Justin Wax Jacobs, Mr. Steven Berkowitz, Ms. Candace Merbler

Also in attendance: Mr. J. Eric Smith, UAS Executive Director; Ms. Michelle DiDonna, UAS Associate Executive Director; Ms. Karen Kettlewell, UAS Associate Executive Director; Mr. Scott Gorgas, UAS Director of Finance; Ms. Cynthia Calautti, UAS Director of Communications; Ms. Emily Tracy, UAS Director of Human Resources; Mr. Robert Kocjan, Next Generation; Mr. Bob Desormeau, Next Generation.

PUBLIC COMMENT

None

APPROVAL OF NOVEMBER 5 MINUTES

Mr. Bessette made a motion to approve the minutes from the November 5, 2010 Board meeting by. This motion was seconded by Ms. Anderson and approved unanimously.

PRESENTATION OF THE PROPOSED MEAL PLANS FOR 2011-2012

Mr. Smith presented proposed residential and commuter meal plan structures and rates for the 2011-2012 academic year that he and his staff had negotiated with Chartwells. Key elements of the proposal included consolidation of the Community and Opportunity Plans and an over-all rate increase of approximately 1.1% over the current rate, achieved through a series of cost mitigation initiatives designed to eliminate inefficiencies in campus dining locations and schedules.

The board agreed conceptually with the proposed residential meal plan proposal and cost mitigation measures with two exceptions: closing Dutch Quad Dining Room for three weekend meals, and closing Campus Center meal trade options one hour earlier on Friday night. The Board asked Mr. Smith to provide pricing impacts associated with eliminating those cost savings, while closing Colonial Quad Dining Room for dinner on Friday nights as a counter. Mr. Smith will provide this information to the full Board for their comment via e-mail, and then the Executive Committee will provide approval for UAS Staff to share the meal plan structures and rates for comments, subject to satisfactory review from the full Board.

The board accepted Mr. Smith's proposal to shift commuter meal plans into an all-declining balance model. Motion to approve the proposed commuter meal plans was made by Mr. Bessette, seconded by Mr. Christakis, and approved unanimously.

COMMITTEE REPORTS

Long Range Planning Committee – Ms. Garafola said the committee scheduled a second Strategic Planning Retreat for January 27. The Committee has presented a draft of the mission, vision and values to the board for comment prior to this retreat. The goal is to complete the Strategic Plan by the end of spring semester.

Dining and Services Committee – Mr. Bessette stated that Mr. Smith covered everything in the meal plan presentation.

Finance and Audit – Mr. Wilcox reported that the committee recently reviewed financial performance through October, and that UAS was consistent and on track. Mr. Wilcox also announced that HSBC has declined to renew their ATM contract for their Campus Center ATM. An RFP has been distributed but no bids have been submitted at this time. Mr. Smith stated that UAS is looking for a national bank option that specifically benefits the large number of students from downstate New York.

Bookstore Committee – Mr. Christakis announced that the committee discussed best practices and key performance indicators at their last meeting. Heather White, Bookstore General Manager, also attended the committee meeting to report some positive figures from the semester and textbook ordering for next semester.

Program Committee – Mr. McCann reported that committee was working on the supplemental applications process.

VENDING PRESENTATION BY ROB KOCJAN AND BOB DESORMEAU, NEXT GENERATION

Mr. Kocjan and Mr. Desormeau provided a presentation on changes in the vending program on campus since the Next Generation contract with UAS was renewed in June.

NEW BUSINESS

Mr. Gorgas announced his plan to resign from his position effective January 1, 2011. Ms. Garafola thanked Mr. Gorgas for his time at UAS.

Ms. Garafola announced that Ms. Karen Acosta McNeil has stepped down from her position on the Board of Directors. A new Presidential appointee will be selected in the Spring.

PUBLIC COMMENT

None

ADJOURNMENT

A motion was made by Mr. McCann to adjourn the meeting. The motion was seconded by Ms. Rotella and unanimously adjourned.

Respectfully Submitted,

Leah Rotella
Board Secretary