



**University Auxiliary Services at Albany, Inc.
BOARD OF DIRECTORS MEETING
Tuesday, December 12, 2017 - 12:15 PM
Indian Quad - Danes Den**

President Christakis convened the meeting at 12:15 PM. The following Directors were present:

Ms. Alondra Berroa	Ms. Jerlisa Fontaine	Mr. Lee Serravillo
Mr. Scott Birge	Mr. John Giarrusso	Mr. Jeff Shapiro
Mr. Dylan Card	Ms. Madeeha Khan	Ms. Subha Tasnim
Dr. Michael Christakis	Mr. Stephen Pearse	Mr. Moises Urena
Ms. Karen Chico Hurst	Ms. Carol Perrin	Mr. Kevin C. Wilcox

ABSENT: Mr. Sanjay Goel; Mr. Fardin Sanai; and Ms. Latonia Spencer

ALSO IN ATTENDANCE: Ms. Michelle Bowen, Senior Director of Marketing & Communication; Mr. Michael Ramella, Associate Executive Director; Ms. Michelle Schifley, Senior Director of Administration; Mr. Randy Simmons, Senior Director of Finance & Business Administration; and Ms. Nancy Harrigan, Administrative Assistant

GUESTS: Mr. Joe Citone

PUBLIC COMMENT

None at this time.

PRESENTATION BY JOE CITONE

Mr. Pearse introduced Mr. Joe Citone owner of Cusato's, a local pizzeria, which began as his family's business. Cusato's, which features a "colossal" sized pizza that is very popular with students, started offering pizza on campus in September 2013. Mr. Citone provided a brief history of his professional career that now includes owning and operating 6 Cusato's in the capital district, including the one on campus.

PRESIDENT'S REPORT

Board Business

Dr. Christakis introduced and welcomed Moises Urena to the Board. Moises is appointed by the Student Association to fill the Board member seat as a sophomore student. Dr. Christakis also advised the Board that Mr. Shapiro, the ASDAC student representative, has accepted a Senate Internship and would be stepping off the Board beginning January 2018.

Dr. Christakis thanked the Board members for their work and engagement on the Board and committees.

APPROVAL OF BOARD MEETING MINUTES

Ms. Tasnim made a motion to approve the September 29, 2017 Board meeting minutes. Ms. Perrin seconded the motion. The motion was approved with one abstention.

EXECUTIVE DIRECTOR'S REPORT

Sodexo Updates

Mr. Pearse gave an update on Sodexo staffing noting new team members:

- Jeff Kurto – General Manager of Retail Dining;
- Rick Jones – General Manager of Residential Dining
- Ben Markie – Alumni Unit Manager
- Elaine Brophy - Interim Catering Director

Bookstore Construction

Mr. Pearse reported that HVAC/air flow and hazardous materials testing has been completed for the Bookstore and results are awaited. Depending on test results and the timing of when work can be done with the least disruption, the Bookstore renovation will probably take place during summer 2019.

Dining Sales

Mr. Pearse reported on dining sales performance for the first 15 weeks of the fall 2017 semester.

- For all tenders, the Fountain Grill, Halal Shack and 518 Market are the top three earners.
- Campus Center retail sales volume comparing fall 2014 (prior to the Campus Center renovation) to fall 2017 for the same time period.

In response to questions about the Starbucks venue, Mr. Pearse reported that sales were going very well, and that alternative plans for selling Starbucks coffee at an additional location in the Campus Center were being reviewed as a way to help ease the lines at Starbucks.

Meal Plans

Mr. Pearse reported an increase in the number of meal plans purchased in fall 2017 from fall 2016 for both mandatory and voluntary plans.

Discount Dollar Balances.

Mr. Pearse noted that students should be at 94% usage at this point in the semester for Discount Dollars and that the majority of students are where they should be. Students who have used 100% of their Discount Dollars are able to add Discount Dollars to their plans, and Discount Dollars not used will roll over to the spring and can be used then. Students appear to understand the new plans and are managing them well.

Colonial Update

Mr. Pearse reported that meal transactions at Colonial have decreased throughout the semester compared to fall 2016 for the comparable time period. Ms. Perrin noted that there are 100 more students living on Colonial this year than last.

Patroon Room (1844)

Mr. Pearse advised the Board that the doors needed for the Patroon renovation will not be available to complete the work during intersession. The Services Committee has recommended putting off the Patroon Room renovation until summer 2018, rather than doing the work piece meal and leaving the space in an unfinished state between intersession and spring break. Mr. Pearse also noted that with the renovation, the name of the Patroon Room will be changed to 1844, the founding year of the normal school at Albany, which eventually grew to become the University at Albany.

Damien's

Mr. Pearse presented signage options for Damien's. The new restaurant will feature a pub kind of atmosphere with sports events being broadcast throughout the venue.

Changes/Additions – Spring 2018

Mr. Pearse noted several changes/additions that would be occurring for the spring semester:

- New tables, chairs and booth seating will be installed in the East Addition.
- Bagel sales will be moved from the 518 Market to the new *Corner Deli/Bagel Bar* (currently Damien's).
- The *Al dente Pasta Bar*, will be added to the east addition serving line.
- A *Sweet Shop* and *Smoothie Bar* will be added to the 518 Market.
- The serving line in the Alumni Dining Hall will be renovated during intersession to be a coffee café/dessert bar.

Ms. Perrin commented that the Food on Demand concept at Alumni has been a big success based on student feedback which has been phenomenal.

COMMITTEE REPORTS

Executive Committee

Dr. Christakis reported that the Executive Committee met and discussed the renewal of the Sodexo contract and voted to approve the extension of the Sodexo 5/5 contract (5 year contract with a 5 year renewal option) for the second 5 years. Mr. Wilcox made a motion to extend the Sodexo contract for 5 more years. Ms. Perrin seconded the motion.

The Board discussed program areas that should be focused on and included as notations for Sodexo as part of the contract renewal, as well as metrics that could be employed to continue to track and measure student satisfaction with dining services. Mr. Shapiro noted that ASDAC will be convening in the spring and can be a resource for student feedback.

The board voted to approve the motion to extend the Sodexo contract for 5 more years.

Finance and Audit Committee

Mr. Wilcox reported that UHY presented their audit results to the Finance and Audit Committee, providing an unmodified opinion on the UAS financial statements, the highest rating possible, and a limited scope opinion on the UAS pension program, the highest rating possible.

Mr. Birge made a motion to approve the UHY audit report as presented. Ms. Perrin seconded the motion. The motion was unanimously approved.

Services Committee

Ms. Perrin reported that the committee had discussed and reviewed most of the items in the Executive Directors report and added that the Committee has begun discussion on investing in Indian and State Dining Halls in the future to keep those locations fresh and up to date.

Program Committee

Mr. Birge reported that the Committee met in October and allocated funding to round 2 applications. There is about \$5000 remaining to allocate for the school year to supplemental applications and several requests for funding for spring events are expected

PUBLIC COMMENT

None at this time.

ADJOURNMENT

Ms. Berroa made a motion to adjourn, Ms. Perrin seconded. The meeting adjourned at 1:34 PM