



**University Auxiliary Services at Albany, Inc.
BOARD OF DIRECTORS MEETING
Tuesday, February 10, 2015, 11:45 AM
Danes Den, Indian Quad Dining Hall**

President Christakis convened the meeting at 11:46PM. The following Directors were present:

Mr. Francis Agyemang	Mr. John Giarrusso	Mr. Lee Serravillo
Mr. Scott Birge	Mr. Gary Kleppel	Ms. Latonia Spencer
Mr. Nick Butler	Mr. Daniel Markisello	Mr. Kevin C. Wilcox
Ms. Lisa Cassidy	Mr. Stephen Pearse	
Dr. Michael N. Christakis	Ms. Jill Reichel	
Mr. Marc Cohen	Mr. Fardin Sanai	

ABSENT: Mr. Tom Bessette; and Ms. Laurie Garafola.

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

PUBLIC COMMENT

Mr. Cohen complimented Sodexo for the high quality of the food and the food presentation at the recent Student Association Town Hall Meeting for all student group leaders.

APPROVAL OF DECEMBER 10, 2015 BOARD MEETING MINUTES

Gary Kleppel made a motion to accept the December 10, 2014 UAS Board Meeting minutes. Mr. Wilcox seconded the motion. The motion was approved.

PRESIDENT'S REPORT

Dr. Christakis noted the vacant student Board position would be filled by the Student Association. Dr. Christakis advised the Board that information about the Executive Director annual evaluation would be forwarded to them soon.

EXECUTIVE DIRECTOR'S REPORT

Meal Plans

Mr. Pearse reported that he needed finalized information from Sodexo on Meal Plan rates for next year. Mr. Pearse explained that Sodexo will base their numbers on the Producer's Price Index. Mr. Pearse requested a sense from the Board of the percentage increase not to exceed in negotiations. The consensus was a 3% increase cap. Mr. Pearse also explained that the decreased number of retail venues during the Campus Center renovation would not be able to accommodate the Meal Trade option as part of Meal Plans, consequently, Meal Trades were being removed from the 125 and 175 plans.

Mr. Pearse proposed adding late night dining to Indian Quad using the successful format already in place at Colonial and keeping this as an item separate from Meal Plan rates to allow flexibility going forward. The Board approved this proposal by consensus.

Mr. Pearse presented the proposed Summer Meal Plans and rates. Crowding issues for EOP and athletic groups during last year's summer dining hours were raised.

Payroll & Benefit Administration for 3rd Parties

Mr. Pearse advised the Board that the role of UAS in 3rd party payroll processing was being clarified with the parties involved so that the responsibilities and liabilities for each side were well defined and understood.

Bookstore

Mr. Pearse reported on renovations to the Bookstore that have been completed that will allow the Bookstore to remain operational during the Campus Center expansion, noting that a new slat wall had been installed, a new location for book pickup had been created, and storage space had been added.

Mr. Pearse reported that UAS would be investing in mobile concessions stands; one for apparel to be operated by the Bookstore and one for food concessions operated by UAlbany Dining. The mobile stands will provide greater flexibility for our contract partners and an improved customer experience. Mr. Cohen suggested the use of the new vehicles around the fountain in the spring.

Evive

Mr. Pearse provided information about Evive, a water bottle filling station that also sanitizes the bottles. The Evive machines are being considered as another option for providing hydration stations on campus. There is a cost to use the machine and requires an initial purchase of an Evive water bottle. The possibilities for on campus use and locations are being explored.

COMMITTEE REPORTS

Executive Committee

Dr. Christakis reported that the Executive Committee had not met since the last Board meeting.

Governance Committee

Dr. Christakis reported that the Governance Committee met on January 30, 2015. The Committee reviewed the conflict of interest policy and Dr. Christakis advised the Board that they would be receiving Conflict of Interest Self Disclosure forms to complete. The Committee reviewed changes to the guidelines for Program Funds and will be asking the Program Fund Committee to review the suggested changes.

Services Committee

Ms. Reichel reported that the Services Committee met on January 30, 2015. The Committee reviewed the annual Dashboard report, the contract matrix, Meal Plans for next year and Bookstore renovations. The Committee also participated in a conference call with Evive to learn more about their hydration station products and services.

Program Committee

Mr. Birge reported that the Program Fund Committee processed 11 supplemental applications since the last Board meeting, having expended approximately \$32,000 on supplemental applications to date with approximately \$16,000 remaining to expend. Mr. Birge reported on collaboration

with Residential Life to assure that funding requests from Residential Life groups will be in line with their goals.

Finance and Audit Committee

Mr. Wilcox reported that the Finance and Audit Committee met on February 6, 2015. Financial statements through December 31, 2014 were reviewed and found to be on target and Mr. Wilcox noted that it will take a couple more years for finances for Sodexo to balance out. The Committee also did a general review of the Meal Plan percentage cap for 2015-2016.

Facilities Master Planning Committee

Ms. Spencer reported that the Facilities Committee had not met since the last Board meeting.

PUBLIC COMMENT

No public comment at this time.

ADJOURNMENT

Mr. Sanai made a motion to adjourn the meeting at 12:35 PM and the meeting adjourned.

Respectfully submitted,

Latonia Spencer
Secretary