



**University Auxiliary Services at Albany, Inc.
BOARD OF DIRECTORS MEETING
Thursday, February 12, 2016
Standish Room in the Science Library**

President Christakis convened the meeting at 12:16 PM. The following Directors were present:

Ms. Marlene Beltre
Mr. Scott Birge
Dr. Michael N. Christakis
Mr. Dylan Card
Mr. Marc Cohen

Ms. Laurie Garafola
Mr. John Giarrusso
Mr. Sanjay Goel
Mr. Stephen Pearse
Mr. Lee Serravillo

Ms. Latonia Spencer
Mr. Rob Warshauer
Mr. Raymond Webb
Mr. Kevin C. Wilcox

ABSENT: Mr. Jarius Jemmott; Ms. Mackenzie Rinefierd; Mr. Fardin Sanai

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, Administrative Assistant

Dr. Christakis opened the meeting by welcoming new Board member, Mr. Dylan Card. Mr. Card is the new GSA student member replacing Cassidy Drasser.

PUBLIC COMMENT

None at this time.

APPROVAL OF DECEMBER 10, 2015 BOARD MEETING MINUTES

Ms. Spencer made a motion to accept the December 10, 2015 Board minutes. Mr. Webb seconded the motion. The motion was approved.

EXECUTIVE DIRECTOR'S REPORT

Meal Plans for 2016-2017

Mr. Pearse presented the recommended meal plans for 2016-2017, prepared in consultation with Sodexo. Considerations included the minimum wage increase and projected increases in other costs. Mr. Pearse explained that the straight average increase for all the plans is 3.24%. The Finance and Audit Committee recommended calculating the increase using a weighted average based on plan participation, which is 4.09%.

Dr. Christakis asked for student feedback on the rates. Mr. Cohen commented that students will need information about the upcoming changes to help them understand the benefits that will be added with Dutch closing and the new retail venues that will become available when the Campus Center renovation is completed.

Ms. Garafola made a motion to accept the 2016-2017 Meal Plan rates as presented. Mr. Warshauer seconded the motion. The motion was approved.

Mr. Pearse spoke briefly about the door price for meals for 2016-2017 stating that they would be set to be the actual cost of the meal or slightly above.

Meal Plans for 2017 -2018

Mr. Pearse explained that the process for determining meal plans and rates for 2017-2018 was in process. Dining Services will now be able to take the approved rates for 2016-2017 and begin to incorporate that into the model for the following year, along with considerations of predicted inflation and proposed hours of operation.

Dr. Christakis raised the question of closing Colonial completely siting variables that would make it reasonable. Dr. Christakis stated that the goal is to get to greater efficiencies that can keep meal plan costs as low as possible for students. Mr. Pearse noted that a student survey had just been launched for feedback on residential dining that will help inform decisions for Colonial. Ms. Garafola recommended that the Facilities Master Planning Committee be reconvened to look more closely at options for Colonial.

Dashboards

Mr. Pearse presented an overview of the 2016 Dashboards and stated that the Services Committee had done a closer review of the Dashboard information at their last meeting.

It was noted that the Bookstore contract will expire in June of 2017.

Strategic Plan Year in Review

Mr. Pearse reported that the Governance Committee had requested an update on progress on the UAS Strategic Plan goals. Mr. Pearse provided an overview to the Board on progress made and in process to achieve the goals. Mr. Pearse stated that he was engaged in an ongoing dialog with Sodexo about management personnel in an effort to build a strong team for the startup of the new Campus Center opening in the fall of 2017.

Kosher Kitchen

Mr. Pearse spoke about renovations planned at Indian Quad to transition the bakery area into the new Kosher Kitchen and presented drawings and tile samples for the new space.

Starbucks Materials Board

Mr. Pearse reported on the progress of bringing Starbucks to the Campus Center. The projected opening date is January 2017. Mr. Pearse presented drawings and some sample tiles for the venue.

COMMITTEES

Executive Committee

Dr. Christakis reported that the Executive Committee will be responsible for the executive director's evaluation.

Governance

Mr. Giarrusso reported that revisions to the UAS Bylaws had been completed providing clarification on some items and bringing the Bylaws in line with SUNY Central's ASC guidelines. Revisions covered: student Board appointments; notices for Board meetings; clarification of committee descriptions,

election of committee chairs, establishing a committee quorum as three (3) members of the committee, and the process for recommending non-Board members for committee membership.

Mr. Wilcox made a motion to approve the revisions to the UAS Bylaws. Mr. Cohen seconded the motion. The motion was approved.

Dr. Christakis noted that this is an election year for two positions on the Board.

Services

Ms. Garafola reported that along with the 2016 Dashboards, the proposed 2016-2017 Meal Plans had been discussed and that the committee was recommending acceptance of the 2016-2017 Meal Plans as presented. Ms. Garafola also reported that the committee had discussed the Kosher Kitchen renovations, the repurposing of the Dutch Dining Hall, and options for changes at Colonial and Alumni. The committee also reviewed the list of off-podium providers that accept the Podium Account.

Program

Mr. Birge reported that the Program Committee will be meeting later in the semester to begin allocations for Program Funds for 2016-2017.

Finance and Audit

Mr. Wilcox reported that the Finance and Audit Committee had met and reviewed the proposed 2016-2017 Meal Plans making a recommendation to the Services Committee to accept the proposed plan. Mr. Wilcox also reported on New York State Executive Law establishing requirements for the use of MWBE businesses that are now being extended to include auxiliary services. Mr. Wilcox noted that the University has been able to meet the requirements, but it is a difficult process and that additional discussion was needed to determine if affiliated organizations should be required to meet these guidelines.

PUBLIC COMMENT

No public comment at this time.

ADJOURNMENT

Mr. Cohen made a motion to adjourn the meeting at 1:36 PM. Mr. Warshaurer seconded the motion. The meeting adjourned.

Respectfully submitted,

Latonia Spencer
Secretary