



---

**University Auxiliary Services at Albany, Inc.**  
**BOARD OF DIRECTORS MEETING**  
**Wednesday, February 26, 2014 11:30 AM**  
**Danes Den, Indian Quad Dining Hall**

President Christakis convened the meeting at 11:48 AM. The following Directors were present:

Dr. Michael N. Christakis	Ms. Laurie Garafola	Mr. Lee Serravillo
Mr. Tom Bessette	Mr. John Giarrusso	Ms. Latonia Spencer
Mr. Scott Birge	Ms. Genevieve Kane	Mr. Lee Stanton
Mr. Nick Butler	Mr. Daniel Markisello	Ms. Imani Whitfield
Mr. Marc Cohen	Ms. Latonia Spencer	Mr. Kevin C. Wilcox

**Absent:** Mr. Francis B. Agyemang; Ms. Candace A. Merbler; Mr. Fardin Sanai

**Also in attendance:** Mr. Steve Pearse, UAS Executive Director; Ms. Karen Kettlewell, UAS Associate Executive Director; Ms. Michelle Shifley, Senior Director of Administration; Ms. Michelle Bowen, UAS Senior Director of Marketing & Communication; Mr. Randy Simmons, Senior Director of Finance & Business Administration; Ms. Cynthia Calautti, UAS Director of Communications; Ms. Nancy Harrigan, UAS Administrative Assistant; Mr. Tim MacTurk, Sodexo Resident District Manager

**PUBLIC COMMENT**

None at this time.

**APPROVAL OF MINUTES FOR THE DECEMBER 11, 2013 BOARD MEETING**

Mr. Bessette made a motion to approve the minutes of the December 11, 2013 Board meeting. Ms. Spencer seconded the motion. The motion was approved.

**APPROVAL OF DINING AND FACILITIES RESOLUTIONS**

Mr. Pearse read a resolution to the Board in recognition and appreciation of UAlbany Dining Management and Staff during the recent snow emergency (see attached). Mr. Stanton made a motion to approve the resolution. Ms. Garafola seconded the motion. The motion was approved. Mr. Pearse presented the resolution to Mr. Tim MacTurk, Sodexo Resident District Manager.

Mr. Pearse read a resolution to the Board in recognition and appreciation of the University at Albany Facilities Department during the recent snow emergency (see attached). Mr. Stanton made a motion to approve the resolution. Mr. Wilcox seconded the motion. The motion was approved. Mr. Pearse presented the resolution to Mr. Giarrusso, UA Associate Vice President of Business and Finance.

### **ELECTION OF VICE PRESIDENT**

Dr. Christakis asked for nominations to fill the Vice President vacancy left by Mr. Witte's resignation from the Board. Mr. Cohen nominated Mr. Butler for Vice President. Mr. Stanton seconded the motion. Mr. Butler accepted the nomination. With no further nominations, Mr. Butler was elected Vice President.

### **COMMITTEE REPORTS**

#### **Finance and Audit Committee**

Mr. Wilcox reported that the committee had met twice since the last Board meeting, both meetings focusing on 2014-2015 Meal Plans. Issues discussed and resolved included the proposed percentage increase by Sodexo and Meal Plan options. An Unlimited Meal Plan option will be added with \$410 of Munch Money and Meal Trades will be eliminated from the unlimited plan for freshman for 2014-2015. The 2014-2015 Meal Plan was approved by the Finance and Audit Committee.

#### **Governance Committee**

Ms. Garafola reported that the Governance Committee would be meeting next week. The committee will continue with their goals of developing a handbook for Board members, addressing recruitment of non-Board members to committees and accessing the progress made on the 2013-2016 Strategic Plan goals

#### **Program Committee**

Mr. Birge reported that the Program Committee continued to review incoming supplemental applications by e-mail. Mr. Birge reported that the committee had awarded \$11,765 to supplemental applications since the last Board meeting and \$214,411 for the year to date on all program fund applications. Mr. Birge advised the Board that the new electronic application for the first round of 2014-2015 was up and accepting applications from the UAS Program Fund website.

### **EXECUTIVE DIRECTOR'S REPORT**

#### **2014-2015 Meal Plans**

Mr. Pearse presented the 2014-2015 Meal Plan. Mr. Bessette made a motion to approve the 2014-2015 Meal Plan as presented. Mr. Birge seconded the motion.

Mr. Pearse explained that the Meal Plan has three components:

- 2014-2015 Meal Plans
- 2014 Summer Meal Plans
- 2014-2015 Door Rates

Mr. Pearse answered questions from the Board concerning the various components of the 2014-2015 Meal Plan. Dr. Christakis called the motion to approve the 2014-2015 Meal Plan (see attached). The motion was approved with no abstentions and one opposed.

### **NEW BUSINESS**

Mr. Giarrusso gave an update on the Campus Center expansion project. Bids have been opened. Ground breaking will be after May 2014 commencement on both the east and west sides of the Campus Center. The east side is scheduled to be completed by the summer of 2015 at which time the main part of the Campus Center can go down. All work on the Campus Center is scheduled to be completed by the summer of 2016. Mr. Giarrusso also reported that there will be a briefing for the entire community in April on all campus renovation projects. Signage concerning the Campus Center renovation will be posted around the Campus starting this summer. Financing for the project is set.

Mr. Pearse will prepare a resolution for the transfer of UAS funds to the University for the renovation fund to be executed by the Executive Committee.

Mr. Pearse reported that the School of Business Café was scheduled to have a soft opening the Monday after the spring break and that the Argo venue in the Lecture Center is scheduled to open this spring.

Mr. Pearse informed the Board that UAS has hired Jennifer Colarusso as the Dining Services Contract Manager to replace Eli Leveston.

### **PUBLIC COMMENT**

None at this time

### **ADJOURNMENT**

Mr. Bessette made a motion to adjourn the meeting at 12:26 PM. Mr. Cohen seconded the motion. The meeting adjourned.

Respectfully submitted,

*Nancy Harrigan*  
for Candace Merbler, Secretary

**BOARD RESOLUTION OF  
UNIVERSITY AUXILIARY SERVICES AT ALBANY**  
IN RECOGNITION AND PROFOUND APPRECIATION OF DISTINGUISHED  
SERVICE BY  
UALBANY DINING MANAGEMENT AND STAFF  
DURING THE RECENT SNOW EMERGENCY

DULY PASSED ON  
FEBRUARY 26, 2014

---

IN RECOGNITION AND PROFOUND APPRECIATION OF DISTINGUISHED SERVICE BY UALBANY DINING MANAGEMENT AND STAFF

WHEREAS, a fundamental mission of University Auxiliary Services (UAS) is to provide dining services of superior quality and reliability; and

WHEREAS, delivering high quality and consistent dining services to the UAlbany students, faculty and staff is essential; and

WHEREAS, UAlbany Dining Management and Staff demonstrated exceptional commitment to UAS and the University community in providing outstanding dining services during difficult weather conditions;

RESOLVED, The University Auxiliary Services Board of Directors formally acknowledges and extends its profound appreciation to the UAlbany Dining Management and Staff for their service to UAS and the University at Albany community.

THE FOREGOING RESOLUTION was duly adopted on February 26, 2014 by the affirmative vote of the UAS Board of Directors, has been duly recorded, and is in full force and effect.

---

Michael N. Christakis, Ph.D.  
President, UAS Board of Directors

---

Stephen Pearse  
Executive Director, UAS

**BOARD RESOLUTION OF  
UNIVERSITY AUXILIARY SERVICES AT ALBANY**  
IN RECOGNITION AND PROFOUND APPRECIATION OF DISTINGUISHED  
SERVICE BY  
UALBANY FACILITIES MANAGEMENT  
ADMINISTRATION AND STAFF  
DURING THE RECENT SNOW EMERGENCY

DULY PASSED ON  
FEBRUARY 26, 2014

---

IN RECOGNITION AND PROFOUND APPRECIATION OF DISTINGUISHED SERVICE BY UALBANY FACILITIES MANAGEMENT ADMINISTRATION AND STAFF

WHEREAS, University Auxiliary Services (UAS) provides services essential to the University community;  
and

WHEREAS, UAS staff and corporate partners rely on access to UAS facilities in order to deliver services;  
and

WHEREAS, UAlbany Facilities Management Administration and Staff demonstrated exceptional commitment to UAS, UAS corporate partners and to the University community in providing community-wide support and access to UAS facilities during difficult weather conditions;

RESOLVED, The University Auxiliary Services Board of Directors formally acknowledges and extends its profound appreciation to the UAlbany Facilities Management Administration and Staff for their service to UAS and the University at Albany community.

THE FOREGOING RESOLUTION was duly adopted on February 26, 2014 by the affirmative vote of the UAS Board of Directors, has been duly recorded, and is in full force and effect.

---

Michael N. Christakis, Ph.D.  
President, UAS Board of Directors

---

Stephen Pearse  
Executive Director, UAS

## Proposed 2014-2015 Meal Plan

### 2014-2015 Meal Plans

Meal Plan	Cost	% Increase
Unlimited Plan with \$410 Munch Money	\$2,475.00	0%
Unlimited Plan with \$210 Munch Money	\$2,275.00	2.25%
175 Plan with \$410 Munch Money	\$2,275.00	0%
175 Plan with \$225 Munch Money	\$2,100.00	1.45%
120 Plan with \$400 Munch Money	\$1,885.00	1.90%
<b>Avg. increase for the 3 current plans above = 1.87%</b>		
50 Plan with \$225 Munch Money	\$685.00	3%
30 Plan with \$395 Munch Money	\$685.00	3%

### 2014 Summer Meal Plans

Proposed Summer Meal Plans	Cost
7 meals per week with \$65 Munch Money	\$135.00
19 meals per week (EOP)	\$180.00

\* Available at Campus Center June-July

### 2014-2015 Door Rates

Meal	Proposed Rates - 2014/2015
Continental	\$5.60
Breakfast	\$6.75
Brunch/Lunch	\$10.50
Dinner	\$10.50
Patroon Room	\$10.50
Patroon Room Soup/Salad only	\$7.25