



**University Auxiliary Services at Albany, Inc.
BOARD OF DIRECTORS MEETING
Friday, March 23, 2018 – 12:00 PM
Indian Quad Danes Den**

President Christakis convened the meeting at 12:11 PM. The following Directors were present:

Mr. Scott Birge
Mr. Dylan Card
Dr. Michael Christakis
Ms. Jerlisa Fontaine

Mr. John Giarrusso
Ms. Madeeha Khan
Mr. Stephen Pearse
Mr. Lee Serravillo

Ms. Latonia Spencer
Mr. Kevin C. Wilcox

ABSENT: Ms. Alondra Berroa; Ms. Karen Chico Hurst; Mr. Sanjay Goel; Ms. Carol Perrin; Mr. Fardin Sanai; Ms. Subha Tasnim; and Mr. Moises Urena

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

PUBLIC COMMENT

None at this time.

APPROVAL OF BOARD MEETING MINUTES

Mr. Wilcox made a motion to approve the February 16, 2018 Board meeting minutes. Ms. Kahn seconded the motion. The motion was approved.

2018-2019 MEAL PLAN RATIFICATION

Dr. Christakis reported that the Executive Committee had provisionally approved the meal plan rates for 2018-2019, and that such action by the Executive Committee needed to be ratified by the full Board. Mr. Pearse reported that meal plan rates for 2018-2019 would remain the same as the 2017-2018 rates and that door rates would increase by 2.5 -3%. Mr. Giarrusso made a motion to the Board to approve the 2018-2019 meal plan rates. Ms. Spencer seconded the motion. The motion was unanimously approved

EXECUTIVE DIRECTOR'S REPORT

Mr. Pearse reported on two additions to Campus Center dining services: A new retail venue, Al Dente, is now open and serving pasta dishes, and smoothies are now available in the Sweet Shop in the 518 Market.

Minority and Women-Owned Business Enterprises (MWBE) Update

Mr. Pearse gave an update on MWBE contract compliance. With larger, tier 1 contracts, it is extremely difficult to comply with MWBE requirements because of the limited number of companies that can provide the required service. Mr. Pearse explained that UAS staff is accessing the smaller, Tier 2 contracts, to determine our compliance. Any contracts established after 2015 need to be examined.

Possible next steps for contracted banking services on campus were discussed.

Facilities

Mr. Pearse reported on several facility related items:

- Ways to enhance both the Indian and State dining venues are being looked at.
- The Waterbury Café at Alumni dining hall is completed, and features a retail-look coffee and dessert bar, with specialty coffees and desserts that are included as part of the meal.
- Bookstore renovation:
 - Discussions concerning the bookstore renovation have raised the question of using an alternative location such as adding on to the East addition of the campus center and renovating the old bookstore space for other uses.
 - The Board discussed the limited space in the Campus Center, especially for larger events, the desire to have the Campus Center be a vibrant center for student activity, the need for additional storage and refrigeration space for UAlbany Dining and the cost of adding on to the east addition.
 - The Board discussed having a feasibility study completed to assess the project. Mr. Pearse noted that such a study would cost \$50,000 - \$60,000. Mr. Giarrusso made a motion that UAS invest in a feasibility study on adding on to the east addition. Ms. Kahn seconded the motion. The motion was unanimously approved.
- Colonial Quad:
 - Freshmen orientation students will be housed in Colonial this summer
 - The kitchen at Colonial will continue to be used as a commissary to support dining services on campus.
- The Fountain Grill will be open with late night hours (11p - 2a) during finals (May 10 – 15).
- The mezzanine levels leading down to the dining halls at Indian and State will have new displays, telling stories via pictures and captions of local farmers who provide food products for UAlbany as part of our local and sustainable purchasing initiatives.

UAS Model Contract

Mr. Pearse reported the UAS is working with the Finance Department to get a signed copy of the Model Contract to SUNY Central as soon as possible.

COMMITTEE REPORTS

Executive

Dr. Christakis noted again that the Executive Committee had approved the 2018-2019 meal plan rates, and that the Committee would be beginning work on the Executive Director evaluation in the next week or so.

Services

Ms. Kahn reported that the Services Committee had not met since the last Board meeting.

Program

Mr. Birge reported that the Program Committee would be meeting in a couple of weeks to begin allocation of funding for the next academic year.

Governance

Dr. Christakis reported that the Executive Committee, serving this year as the Governance Committee as well, met on February 22, 2018 to select candidates to fill the 2 elected seats opening up on the Board for 2018-2019. 3 names were advanced to the Senate for the ballot.

Finance and Audit

Mr. Wilcox reported that the Committee met this week and looked at preliminary budget items. There were no action items.

PUBLIC COMMENT

Ms. Fontaine advised the board that the Student Association had put up a post requesting feedback on dining on campus. Issues that were raised included the availability of fresh fruit, fish and vegan options especially in the Campus Center. Ms. Bowen was able to report that there was an answer for most of the concerns and she was able to provide solutions or alternatives that were already in place for students. Ms. Bowen also noted that she was looking at preparing a menu for Campus Center locations to help students have a better understanding of the variety of options available in the Campus Center retail venues. Ms. Fontaine thanked the UAS staff for their responsiveness to student concerns.

ADJOURNMENT

Mr. Wilcox made a motion to adjourn. Mr. Serravillo seconded the motion. The meeting adjourned at 1:03 PM.

A handwritten signature in cursive script, appearing to read "Latonia Sew", with a long horizontal flourish extending to the right.