



University Auxiliary Services at Albany, Inc.
BOARD OF DIRECTORS MEETING
Friday, March 25, 2016
Danes Den

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

Ms. Marlene Beltre	Ms. Cassidy Drasser	Ms. Latonia Spencer
Mr. Scott Birge	Mr. John Giarrusso	Mr. Raymond Webb
Mr. Dylan Card	Mr. Jarius Jemmott	Mr. Kevin C. Wilcox
Dr. Michael N. Christakis	Mr. Stephen Pearse	
Mr. Marc Cohen	Ms. Mackenzie Rinefield	

ABSENT: Ms Laurie Garafola, Mr. Sanjay Goel, Mr. Fardin Sanai, Mr. Lee Serravillo

ALSO IN ATTENDANCE: Ms. Michelle Schifley, Senior Director of Administration; Ms. Michelle Bowen, Senior Director of Marketing & Communication; Nancy Harrigan, Administrative Assistant

PUBLIC COMMENT

None at this time.

APPROVAL OF FEBRUARY 12, 2016 BOARD MEETING MINUTES

Mr. Cohen made a motion to approve the February 12, 2016 minutes. Mr. Warshauer seconded the motion. The motion was approved.

EXECUTIVE DIRECTOR'S REPORT

Meal Plans- 2017-2018

Mr. Pearse reported on the process to establish the 2017-2018 Meal Plans structure. Working with Sodexo, new locations (that will be opening in the renovated Campus Center in 2017) were reviewed location by location to evaluate the expected need for hours of operation, which drives staffing costs. The decision has been made to have Starbucks open whenever the Campus Center is open. Mr. Pearse explained some of the changes that could happen to the Campus Center East space to improve service and appeal and that a diner concept was being considered. It was noted that a diner concept will need to stand apart and look like a diner in order to have the impact and appeal for students needed. Mr. Pearse noted that block meal plans and overhead cost meal plans would both be offered.

Mr. Pearse explained the overhead meal plan model that is being evaluated for 2017-2018; overhead costs of everything, except food, are determined and this is billed to the student as a base cost for the Meal Plan. An additional amount is then added to this base cost and students are charged for the food cost only, at a discount, when they make a purchase, which is deducted from the additional amount.

Mr. Pearse led a discussion on the future of the Colonial Quad dining hall.

- What is the cost of keeping it open?
- What would be the savings to overhead costs if it were closed or partially closed and offered some type of limited service?
- How would a closure or partial closure of Colonial impact students?
- Students clearly prefer a retail experience in dining. How does that impact decisions about the Colonial space?
- Do we have enough seating capacity with the new Campus Center space if Colonial is closed.

Virginia Tech Visit

Mr. Pearse reported on a trip to Virginia Tech to learn about and experience their award winning food service program. Virginia Tech uses the overhead meal plan model.

Zime

Mr. Pearse reported that plans for converting the Downtown Café into Zime was in process.

Kosher Kitchen

Mr. Pearse reported that bids open next week for contractors for the relocation of the Kosher Kitchen to Indian Quad. A temporary wall will be built to allow work to proceed over the summer.

Qdoba Update

Mr. Pearse reported that Qdoba, a popular Mexican grill concept will be installed in the former UFood Grill area and that the seating area will be refurbished to reflect a Mexican theme.

Resident Dining Survey

Mr. Pearse reported a 35% response to a resident dining survey sent to 3500 students. The survey provides a starting point for working with Dining Services to improve services and student satisfaction. Indian and Colonial Quad were rated highest in the survey.

Mr. Pearse then invited the Board to the Patroon Room on April 7, 2016 to meet celebrity chef, Mai Pham, who created Star Ginger, an Asian Grill and Noodle Bar concept. A Star Ginger will be installed in the renovated Campus Center.

Mr. Pearse ended his remarks by congratulating student Board member, Marc Cohen, for having received the 2016 Chancellors Award for Student Excellence.

COMMITTEES

Executive Committee

Dr. Christakis reported that the Executive Committee was responsible for the Executive Director's evaluation and that the evaluation was in process.

Governance Committee

Mr. Giarrusso reported that two additional changes made to the UAS Bylaws that are under revision were e-mailed to the Board for review.

Mr. Wilcox made a motion to accept the additional bylaws revisions. Ms. Rinefierd seconded the motion. The motion was approved.

Services Committee

Mr. Webb reported that the Services Committee met on February 29, 2016. The committee discussed the 2016-2017 meal plans and the impact of the increase to the minimum wage on dining services.

Program Committee

Mr. Birge reported that the committee would meet on April 15, 2016 to review applications for events to occur next school year. Mr. Birge also reported that he was conducting some data research from the last three years to look at how Program Funds were being used.

Finance and Audit Committee

Mr. Wilcox reported that the committee met on March 21, 2016. There were no action items. The committee discussed the meal plan process and started a budget review for next year. The budget is in line with previous years. Mr. Wilcox reported that Bank of America will be removing their ATM machine from the Downtown Campus.

Mr. Wilcox also reported on the MWBE requirements that New York State is required to adhere to and that this was going to be extended to auxiliary services. Compliance for auxiliary services could be very difficult because of the scope of some of the contracts and the limited number or lack of MWBE companies able to provide services at that level.

PUBLIC COMMENT

No public comment at this time.

ADJOURNMENT

Ms. Rinefierd moved to adjourn the meeting at 1:13. Mr. Cohen seconded the motion and the meeting adjourned.

Respectfully submitted,

Latonia Spencer
Secretary