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**University Auxiliary Services at Albany, Inc.**  
**BOARD OF DIRECTORS MEETING**  
**Friday, March 27, 2015 12:00 PM**  
**Danes Den, Indian Quad Dining Hall**

President Christakis convened the meeting at 12:00 PM. The following Directors were present:

Mr. Francis Agyemang	Mr. Marc Cohen	Ms. Mackenzie Rinefierd
Mr. Tom Besette	Ms. Laurie Garafola	Mr. Fardin Sanai
Mr. Scott Birge	Mr. John Giarrusso	Mr. Lee Serravillo
Mr. Nick Butler	Mr. Gary Kleppel	Mr. Kevin C. Wilcox
Dr. Michael N. Christakis	Mr. Stephen Pearse	

**ABSENT:** Ms. Lisa Cassidy; Mr. Daniel Markisello; Ms. Jill Reichel; and Ms. Latonia Spencer

**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; Mr. Tim MacTurk, Sodexo Resident District Manager; Mr. Chris Mongeon, Sodexo General Manager; and Mr. Bill Dosch, UA Facilities Management

**PUBLIC COMMENT**

Mr. Cohen thanked UAS for its support of the Student Association Speaker Series, which had a very successful event with speaker Bill Nye.

**APPROVAL OF FEBRUARY 10, 2015 BOARD MEETING MINUTES**

Mr. Birge made a motion to accept the February 10, 2015 Board meeting minutes. Mr. Wilcox seconded the motion. The motion was approved with two abstentions.

**RESOLUTION IN HONOR OF UALBANY DINING**

Mr. Cohen made a motion to adopt the resolution in honor of UAlbany Dining for their dedicated service during a difficult winter season. Ms. Garafola seconded the motion. The motion was unanimously approved. Mr. MacTurk accepted the honor for the UAlbany Dining Team and advised the Board that copies of the resolution would be provided for all their staff. Mr. MacTurk also introduced Mr. Chris Mongeon, new General Manager for UAlbany Dining to the Board.

**RESOLUTION IN HONOR OF UALBANY FACILITIES MANAGEMENT**

Mr. Birge made a motion to adopt the resolution in honor of UAlbany Facilities Management for their dedicated service during a difficult winter season. Mr. Wilcox seconded the motion. The motion was unanimously approved. Mr. Dosch accepted the resolution and thanked the committee for their recognition and appreciation for an exceptionally tough season for Facilities Management.

**PRESIDENT'S REPORT**

Dr. Christakis advised the Board that the Executive Director evaluation would be forthcoming by e-mail and emphasized the importance of this Board task.

**NEW BUSINESS**

### **Approval of 2015-2016 Meal Plans**

Mr. Pearse presented the Meal Plan rates for next year with an overall rate increase of 3%. Ms. Garafola noted that the Services Committee approved the new Meal Plan rates and made a motion on behalf of the Services Committee to accept the 2015-2016 Meal Plan rates as presented. Mr. Birge seconded the motion.

<b>Name</b>	<b>Munch Money per Semester</b>	<b>Cost to Students 2015/2016 per Semester</b>	<b>% Increase</b>
Unlimited Meal Plan #1	\$210	\$2,345	3.08%
Unlimited Meal Plan #2	\$410	\$2,545	3.03%
175 Meal Plan #1	\$225	\$2,160	2.86%
175 Meal Plan #2	\$410	\$2,345	3.08%
120 Meal Plan	\$400	\$1,940	2.92%
50 Meal Plan	\$225	\$705	2.92%
30 Meal Plan	\$395	\$705	2.92%
15 Meal Plan	\$550	\$705	-

Mr. Wilcox noted that UAlbany meal plan rates fall in the middle compared to other SUNY schools and added that the Finance Committee reviewed the 2015-2016 Meal Plan rates and supported the proposal for next year.

The motion was unanimously approved.

### **Approval of 2 Year Barnes and Noble Contract Extension**

Mr. Pearse reported that a two year extension to the Barnes and Noble contract for the University Bookstore was in process in place of committing to a 5 year extension that would not go into effect until January 2017. The extension will take into account capital investments, changes brought about by the Campus Center renovation and changing trends in textbook use.

Mr. Serravillo made a motion to approve the two year contract extension to the Barnes and Noble contract. Mr. Kleppel seconded the motion. The motion was unanimously approved.

### **Approval of Indian Quad Late Night Dining**

Mr. Pearse spoke about the plan to open the Indian Quad Dining Hall next year as a second location for late night dining to help cover the loss of the Campus Center venues. UAS will absorb the estimated cost of \$350,000 to \$400,000. The Finance and Audit Committee has reviewed the proposal and included this in the budget for next year. It was determined that this is a management decision and did not require a Board vote.

## **EXECUTIVE DIRECTOR'S REPORT**

### **Campus Center Renovation Update**

Mr. Pearse showed pictures of East Addition construction highlighting some of the enhancements that the new structure will provide for catering and bookstore operations. Hours of operation for the east addition in the fall are being worked on along with planning the specific venues that will be located in the new space.

### **Gem Carts**

Mr. Pearse reported that two Gem Carts will be delivered on April 17, 2015. One will be used by the University Bookstore for merchandise sales and one will be used by UAlbany Dining for food sales.

### **Late Night Events for Finals Week**

Mr. Pearse gave a recap of late night events during finals weeks:

- May 7<sup>th</sup> – BBQ on the Podium from - 9p-11p
- May 10<sup>th</sup> – Campus Center Goodbye – 9p-11p
- May 11<sup>th</sup> - Late Night Appetizers in all quads - 9p-11p

### **Facilities Master Plan**

Mr. Pearse reported that the roles of Dutch and Colonial quads are being assessed and that a Dining Capacity Study through a Sodexo consultant is being completed. Mr. Giarrusso has also developed a boiler plate document to help evaluate the impact of proposed changes.

### **SUNYCard**

Mr. Pearse reported that a question has arisen about the name for the SUNYCard. There was an original intent to have it be a SUNY system-wide device, but since it is not, a more appropriate name will be selected. Options for a new name will be vetted through UA Marketing.

### **Brands**

Mr. Pearse raised the issue of branding for the University Bookstore and UAlbany Dining. The consensus of the Board was to maintain the current branding so that students identify with UAlbany, rather than a corporation.

### **Twitter Chat**

Mr. Pearse notified the Board that on April 21<sup>st</sup> a Twitter Chat will be conducted to help roll out the 2015-2016 Meal Plans.

### **Excellence Awards**

Mr. Pearse congratulated Ms. Spencer, winner of the President's Excellence Award and Mr. Agyemang and former Board member Mr. Lee Stanton, winners of the Chancellor's Award for Student Excellence and the President's Award for Leadership.

### **Photo Op with Bill Nye**

Mr. Pearse reported that UAS's two tickets for a photo opportunity with Bill Nye, in conjunction with the recent SA Speaker Series, were tweeted out as a contest. The contest generated a lot of enthusiasm and two student winners were excited to have their picture taken, along with three of their friends, with Bill Nye.

### **Laundry Contract**

Mr. Pearse reported that the management team was working with MacGray on an amendment to the laundry contract that will include all new, energy efficient machines being installed on campus this summer.

## **COMMITTEE REPORTS**

**Governance Committee** - Dr. Christakis reported that the Governance Committee forwarded three names to the UA Senate for Board vacancies and that the committee will meet on March 30, 2015.

**Services Committee** - Ms. Garafola reported that the Services Committee met on March 24, 2015 and noted that because of the size of the committee it has been hard to get a quorum. The committee discussed late night dining, 2015-2016 Meal Plans, and meal plan options when the Campus Center expansion is completed in 2017. Mr. Pearse explained new meal plan options that will be considered include:

- Deep Discount Plan – all students share in fixed cost of dining operations as a fee and receive a discount from the posted ala carte price.
- Declining Balance Plan - Munch Money

- Hybrid Plan – Deep Discount and Unlimited Plan Combination

**Program Fund Committee** - Mr. Birge reported that the Program Fund Committee processed 26 supplemental program fund applications since the last Board meeting. There is \$2,301 remaining in the budget. The committee has processed 88 supplemental applications so far this year. The committee will meet on April 17, 2015 to review the round I group of applications for next year and on April 29, 2015 to review guidelines and policies.

**Finance and Audit Committee** - Mr. Wilcox reported that the Finance and Audit Committee met on March 26, 2015 and is working on the 2015-2016 budget to present to the Board in May.

**PUBLIC COMMENT**

Mr. Cohen said that feedback e-mails to the Student Association have raised the issue of the need for a microwave in the Campus Center.

**ADJOURNMENT**

Mr. Birge made a motion to adjourn the meeting. The meeting adjourned at 1:26 PM.

Respectfully submitted,

Latonia Spencer  
Secretary