



University Auxiliary Services at Albany, Inc.
BOARD OF DIRECTORS
Monday, May 3, 2021
2:30 PM - Remote Meeting

President Christakis convened the meeting at 2:31PM. The following Directors were present:

Ms. Taylor Chambers

Mr. Nicholas Chin

Ms. Dee Chin Carty

Dr. Michael N. Christakis

Dr. Jason D'Cruz

Mr. Todd Foreman

Ms. Indu Lnu

Mr. Kayan Matoo

Ms. Mary Beth Murnan

Mr. Stephen Pearse

Ms. Carol Perrin

Mr. Fardin Sanai

Mr. Lee Serravillo

Ms. Latonia Spencer

Ms. Cara White

ABSENT: Ms. Damilola Adesanya; Ms. Precious Agyeman-Badu; and Ms. Lynn Gbadamosi

UAS STAFF IN ATTENDANCE: Ms. Michelle Bowen; Mr. Randy Simmons; Ms. Michelle Schifley; Ms. Roxanne Welch; and Ms. Nancy Harrigan.

PUBLIC COMMENT

None at this time

APPROVAL OF MINUTES

Ms. Perrin made a motion to approve the March 1, 2021 meeting minutes, seconded by Mr. Sanai. The minutes were approved.

Dr. Christakis thanked the board for their service and their engagement during this very unusual year with special thanks to student members for their good observations that have helped to inform decisions to better serve students.

EXECUTIVE DIRECTOR'S REPORT

Old Business

Indigenous Quad Renovation- Phase II

Mr. Pearse shared pictures of the Indigenous Quad dining hall showing the beginning of the renovation work that has just started. The contract for the renovation was awarded to AOW.

State Quad Ongoing Updates

Mr. Pearse reported painting is being done and booths are in process of being installed.

Bookstore

Renovation - Mr. Pearse reported that planning work is being done with the B&N team to prepare for the summer renovation project. The Bookstore will close for 4 weeks immediately following commencement to allow demo work to be done. The Bookstore will re-open before summer orientation events.

Naming Contest - Ms. Bowen reported that the top three names have been put out for public vote on social media. The plan is to have the President announce the winning name next week through a Zoom link,

ETEC

Mr. Pearse reported that people will be starting to move into the ETEC building in July, but the café will not open until the building is being fully used, which may not be until the spring 2022 semester.

RFP's

Mr. Pearse and Ms. Welch reported on the status of ongoing RFP's:

- Snack & Healthy Vending - two finalist have been selected and proposals are being evaluated.
- Microfridge Leasing – The decision has been made to continue with the Refrigerator Leasing Company and agreement documents are in the process of being finalized.
- Floor Cleaning - The bid deadline was Friday, April 30th and submissions will be reviewed and analyzed.

ZipCar

Ms. Pearse reported that there are currently five (5) Zipcars on campus available for use. A price increase is expected for the fall of 2021 (there has been no increase since 2009). Mr. Pearse added that the pandemic has really hurt the rental vehicle industry and that we are fortunate to still have this service on campus.

New Business

Dining Updates

- **Spring Events**
 - Celebrity Chef G. Garvin was on campus April 21, 2021. Chef Garvin was engaging and well received. This event, presented by Sodexo Magic, came up at the last minute, but there is usually more advance notice to be able to engage more interest.
 - Several pop-up and trailer events have been held during the spring semester and Cinco de Mayo, a Street Kitchen pop-up will take place this week.
 - Free snacks will be available by the small fountain during finals, from 2pm-4pm on May 11 through May 14.
- **Summer 2021-** There will be limited activity on campus over the summer with only day programming and no EOP. The few students who will be on campus will be housed at Empire Commons. UAS is working with all groups to determine and accommodate their needs for dining. Dining venues and hours of operation in the Campus Center will be limited. The Campus Center is open during the summer from 8AM to 5PM, Monday through Friday.
- **Fall Meal Plans & Venues** – Mr. Pearse reported fall 2021 meal plans offered will be the GreatDanes, Flex and Choice plans. There is still the possibility that we will be able to offer the Unlimited plan for the fall, and that will be dependent on which restrictions are still in place for dining services at that time. Indigenous and State residential dining halls are scheduled to be open in the fall.
- **Sodexo Contract** – The Finance and Audit committee met on Friday, April 30, 2021 and discussed the issue of not having been able to secure a contract amendment with Sodexo for this year. The decision has been made that if there is still no finalized amendment for the 2020/2021 and 2021/2022 years in place by the end of May 2021, UAS may issue an RFP for dining in August, 2021.

Mr. Pearse, responding to a query by Mr. Chin, noted that the plans are to open the 1844 Restaurant next year, if possible. Students suggested expanding the hours of operation and increasing advertising to students about this dining location. The Board discussed the door price and the discount level for students on meal plans for the fall. Dr. Christakis noted that there are plans to improve signage in the Campus Center to help improve way-finding that will include better signage for the 1844 Restaurant. Ms. Bowen also noted that there is a lot of marketing already being done for the location including for special events that are held there.

- **Kosher Kitchen** – Mr. Pearse reported that the continuing decline in the number of students choosing to eat at the Kosher Kitchen and the financial viability of continuing with the current model have led to the decision to close the Kosher Kitchen. The relationship with Price Chopper to provide kosher meals to students will continue, but we will also be working with The Shabbos

House to explore other options for providing kosher meals. New concepts for the use of the former Kosher Kitchen location are being considered.

Mr. Pearse advised the Board that they would be receiving a UAS gift card in thanks for their service on the Board this year to be used in on-campus locations.

Dr. Christakis offered his thanks to Mr. Pearse and the UAS team for being a terrific partner during one of the most challenging years we have ever had. Ms. Perrin added her agreement and thanks for Residential Life.

Bylaws Revisions

Dr. Christakis advised the Board that the Governance Committee recommends two changes to the UAS Bylaws, including returning the SA Senate chair student position back to the membership of the Board and provisions for holding Emergency Board meetings. Dr. Christakis made a motion to accept the changes to the Bylaws as recommended by the Governance Committee. The motion was unanimously approved.

Committees – Annual Reports

Services

Ms. Lnu reported it was a busy year for the Services Committee, because it had been a busy year for UAS. Ms. Lnu thank Ms. Chambers for serving as Co-chair of the committee and listed several items that the Committee reviewed and discussed including:

- Modifications to services in response to Covid-19 restrictions;
- Tent placement and use on campus;
- New trailer events;
- Contracts coming to an end on 6/30/2021;
- Negotiations with existing vendors for financial relief due to Covid-19;
- Bookstore renovations and name change;
- Kosher Kitchen

Ms. Lnu also reported that a diverse group of staff and students met on April 16, 2021 to discuss cultural celebrations on campus and to help establish guidelines for UAS with the following key takeaways:

- Major events should be aligned with UAlbany heritage events;
- Find ways to make the everyday menu more diverse to align with the cultures represented by the student population;
- Advertise the use of 1844 as a “kitchen takeover” venue for student groups to cook traditional food and host cultural events; and
- Reach out to student groups through other entities on campus for help planning heritage event celebrations.

Program

Dr. D’Cruz reported that due to the pandemic, funds were paused during 2020-2021. In anticipation of a return to more a more normal campus life in the fall, applications were solicited for 2021-2022. The Committee elected Dr. D’Cruz as the Chair and Ms. Chin-Carty as the Co-chair. The Committee raised the reserve amount for supplemental applications from \$20,000 to \$40,000 for 2021-2022. 45 round I were reviewed and \$214,000 was awarded.

Governance

Dr. Christakis reported that the Governance Committee reviewed and approved changes to the UAS Bylaws.

Finance and Audit

Mr. Foreman reported:

- The Finance and Audit Committee met on April 30, 2021
- The committee reviewed the June 30, 2021 fiscal year end projections
- The 21/22 budget was discussed with the following key takeaways:

- No adjustments to the plan that was approved by the board on 12/11/2020
- Budget based on 85% of “pre-Covid” meal plan counts and 2% meal plan price increase.
- Investment earnings for the period, June 2020 through April 2021 increased by 19%. There may be a need to draw down some of this reserve balance to help the campus absorb Covid-19 related losses.
- The committee received an update from Executive Director Stephen Pearse regarding the ongoing negotiations with vendor partners related to current year financial obligations.
- A proposal was presented to the Finance Committee to change the UAS Fiscal Year End from June 30th to May 31st based on the following rationale:
 - Coincide with the majority of other ASC’s (Auxiliary Service Corporations)
 - Earlier starting time for UAS audit

Mr. Foreman presented a motion to change the fiscal year end from June 30th to May 31st as recommended by the Finance and Audit Committee. The motion was unanimously approved.

Public Comment

None at this time.

Executive Session

At 3:44 PM the Board moved into Executive Session with all UAS staff exiting the meeting at this time.

Adjournment

The Executive Session ended at 3:55 PM and with no further business the meeting adjourned at 3:56 PM

Latonia Spencer 9/24/21