



University Auxiliary Services at Albany, Inc.
BOARD OF DIRECTORS MEETING
Friday, May 11, 2017 – 12:00 PM
Danes Den – Indian Quad

President Christakis convened the meeting at 12:16 PM. The following Directors were present:

Mr. Felix Abreu
Ms. Alondra Berroa
Mr. Scott Birge
Mr. Dylan Card
Dr. Michael Christakis
Mr. John Giarrusso

Mr. Jarius Jemmott
Dr. Gary Kleppel
Mr. Stephen Pearse
Ms. Carol Perrin
Mr. Fardin Sanai
Mr. Lee Serravillo

Mr. Jeff Shapiro
Ms. Latonia Spencer
Ms. Subha Tasnim
Mr. Kevin C. Wilcox

ABSENT: Mr. Jarrett Altilio; and Mr. Sanjay Goel

ALSO IN ATTENDANCE: Mr. Michael Ramella, Associate Executive Director; Ms. Michelle Schifley, Senior Director of Administration; Mr. Randy Simmons, Senior Director of Finance & Business Administration; Ms. Michelle Bowen, Senior Director of Marketing & Communication; Ms. Nancy Harrigan, Administrative Assistant

PUBLIC COMMENT

None at this time.

APPROVAL OF APRIL 7, 2017 BOARD MEETING MINUTES

Ms. Tasnim made a motion to accept the April 7, 2017 Board meeting minutes. Mr. Card seconded the motion. The motion was approved.

PRESIDENT'S REPORT

Dr. Christakis thanked the Board for their year of service, especially noting the students and emphasizing the important role they play on the Board.

Dr. Christakis reminded the Board of the annual responsibility for the executive director's evaluation and noted that a short evaluation had been emailed to the Board members for their responses.

In honor of retiring Board member, Dr. Kleppel, Dr. Christakis read a resolution expressing the Board's thanks and appreciation for his service. Ms. Tasnim made a motion to approve the resolution in honor of Dr. Kleppel and Mr. Birge seconded the motion. The motion was approved. Dr. Christakis presented a copy of the resolution and an engraved clock to Dr. Kleppel.

Dr. Kleppel thanked the Board, especially noting the student Board members and how important they are to the work that UAS does. Dr. Kleppel also recognized Mr. Pearse for the transformation that has taken place during his tenure as executive director toward increasing sustainability practices on campus.

Dr. Christakis congratulated graduating seniors Felix Abreu and Jarius Jemmott. Mr. Abreu thanked the Board in return for the opportunity to serve on the Board and said how much he has learned through the experience. Mr. Abreu especially thanked Mr. Pearse, expressing appreciation for Mr. Pearse's responsiveness to student concerns.

EXECUTIVE DIRECTOR'S REPORT

Mr. Pearse added his thanks to Dr. Kleppel for his service on the Board.

Bookstore Update

Mr. Pearse provided a synopsis of the timeline of events for the Bookstore RFP that has concluded in offering Barnes & Noble the Bookstore contract. Mr. Pearse noted that follow-up items that were brought to Barnes & Noble before the final award of the contract were successfully resolved, including additional financial incentives, expanded hours of operation, a lower cost apparel line and a change to regional leadership. A scoring re-evaluation of the two bidding vendors was conducted by the Bookstore RFP Committee and UAS senior management that took into account financial information that had not been available during the first evaluation.

Tully's/Beer and Wine

Mr. Pearse reported that UAS is going forward with serving beer and wine in the Campus Center at Tully's. The next step is to get bid packages out for construction. The renovation will include a small break out space for small groups to meet more privately in the dining area. The plan is to have the venue ready to open with the start of the fall semester.

Cusato's

Mr. Pearse presented renderings of the location in the main Campus Center, where Cusato's used to be near the bank. The plan is to move Cusato's back to this location which will allow them to make their signature, large-sized pizza's in the larger ovens in that space, with the opening expected at the start of the fall semester.

Coke Contract

Mr. Pearse reported that Coke has agreed to end their contract one year early on June 30, 2017, allowing UAS to put an RFP process in motion. Mr. Pearse has arranged for a consultant to help with the RFP process and expects a decision to be made by the second week of June

Food on Demand

Mr. Pearse reported that designs are done, but the electrical capacity at Alumni is now being examined to determine if it is able to support the increased electrical needs of a Food on Demand concept.

COMMITTEE REPORTS

Executive Committee

Dr. Christakis reported that the Executive Committee met this week to put together a plan for the executive director annual evaluation.

Governance

Mr. Giarrusso reported that the Governance Committee has had to put revisions to the UAS Bylaws and Strategic Plan on hold while other entities resolve issues and information that will affect those revisions. Mr. Giarrusso also reported that the committee discussed Board and committee membership and attendance concerns. UAS staff have been charged to come up with a recruiting plan to engage active Board members and non-Board members to serve on committees, especially students.

Services

Ms. Perrin thanked the members of committee for their service this year and noted a long list of items addressed by the committee including the closure of Colonial, and items concerning, vending, banking,

laundry, SUNYCard and the bookstore. Ms. Perrin reported that the marketing plan for rolling out the new meal plans for next year was excellent and that she was excited about new opportunities with the Campus Center opening.

Mr. Shapiro reported that ASDAC took on a new structure this year with the goal of having a good connection between UAS and students. ASDAC students performed mystery shopping and provided feedback from their experiences and also visited the RPI Food on Demand concept to provide student feedback. Mr. Shapiro felt that moving to the Food on Demand concept would be a very positive change for Alumni dining. Mr. Shapiro also thanked Mr. Pearse for listening to student's feedback and concerns.

Program

Mr. Birge reported a great year. The committee made 179 awards totaling \$240,000 to campus events for 2016-2017. The committee met in April to review the first round of applications for 2017-2018, reviewing 52 applications. Awards included three block awards to Student Affairs, the UA Speaker Series and EOP. Mr. Birge also noted that for 2017-2018 it is being emphasized to awardees that they commit to using UAlbany Catering for food for their event by accepting the award and that requests for payment to food vendors other than UAlbany Catering would not be honored. Mr. Birge thanked the students and Ms. Spencer for their service on the committee.

Finance and Audit.

Mr. Wilcox presented the 2017-2018 UAS budget noting that there were no surprises or big changes and that the budget was on target with expectations for the number of years into the Sodexo contract. Mr. Wilcox reported that the Finance and Audit Committee had reviewed and approved the 2017-2018 budget. Mr. Giarrusso commented that next year finances and dining participation will need to be carefully monitored due to the changes in meal plans and dining venues.

Mr. Wilcox made a motion that the 2017-2018 UAS Budget be approved. Mr. Sanai seconded the motion. The motion was approved.

EXECUTIVE SESSION

Mr. Birge made a motion for the Board to move into Executive Session. Mr. Wilcox seconded the motion. The motion was approved and the Board moved into Executive Session at 12:55 PM.

The Executive Session ended and the meeting was adjourned at 1:15 PM.

Respectfully Submitted,

Latonia Spencer, Secretary