



University Auxiliary Services at Albany, Inc.
BOARD OF DIRECTORS MEETING
Friday, September 12, 2014
11:45 AM
Danes Den, Indian Quad Dining Hall

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

Dr. Michael N. Christakis
Mr. Scott Birge
Mr. Nick Butler
Ms. Lisa Cassidy

Ms. Laurie Garafola
Mr. John Giarrusso
Mr. Gary Kleppel
Mr. Daniel Markisello

Ms. Jill Reichel
Mr. Lee Serravillo
Mr. Lee Stanton
Mr. Kevin C. Wilcox

Absent: Mr. Francis Agyemang, Mr. Tom Bessette, Mr. Marc Cohen and Ms. Latonia Spencer

Also in attendance: Mr. Steve Pearse, Executive Director; 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;

PUBLIC COMMENT

No public comment at this time.

ELECTION OF OFFICERS/SEATING OF THE BOARD

Mr. Butler nominated Dr. Christakis for President. Mr. Birge seconded the motion. Dr. Christakis accepted the nomination. With no further nominations, Dr. Christakis was unanimously elected President.

Ms. Garafola nominated Mr. Butler for Vice President. Mr. Wilcox seconded the motion. Mr. Butler accepted the nomination. With no further nominations, Mr. Butler was unanimously elected Vice President.

Mr. Wilcox nominated Ms. Spencer for Secretary. Ms. Garafola seconded the motion. With no further nominations, Ms. Spencer was unanimously elected Secretary.

APPROVAL OF MAY 7, 2014 BOARD MEETING MINUTES

Mr. Serravillo made a motion to approve the May 7, 2014 Board minutes. Mr. Wilcox seconded the motion. The motion was approved.

SUMMER UNIVERSITY PRESENTATION

Mr. Butler reported briefly on the trip that he, Mr. Stanton and Mr. Cohen had taken over the summer that included visits to Miami University, University of California, Davis, and University of California, Los Angeles. The students visited the campus dining venues as part of their trip

and will do a more complete report at a later date. Mr. Butler also thanked UAS for their support of the students' trip.

EXECUTIVE DIRECTOR'S REPORT

Campus Center

Mr. Pearse reported on several changes to Campus Center venues.

- **H2O Zone**
The H2O Zone was put into operation in August. The campus response has been very enthusiastic. To date, the water dispensers have been used to fill the equivalent of 21,734 20-ounce water bottles.
- **Coccadotts**
The new Coccadotts opened with the start of the school year. New soft seating has made the location a comfortable spot and the venue has been popular and seen good sales.
- **518 Market**
The newly renovated 518 Market has an updated, fresh look, with a new refrigeration system that will provide significant energy savings. Work is ongoing to determine the best interior arrangement and types of services to best serve the customer.
- **Wholly Habanero**
With the start of this semester, breakfast has been available at Wholly Habanero, with a Meal Trade option also available for breakfast. To date, breakfast sales have been minimal.

Campus Center Expansion

Mr. Pearse reported on the Campus Center Expansion and presented pictures of the excavations on both the east and west additions.

Argo Tea

Mr. Pearse reported on the construction of the Argo Tea venue in the Lecture Center. The venue opening is anticipated for the second week of October.

UAS Employee Performance Review

Mr. Pearse informed the Board that as part of the UAS Strategic Plan, an employee performance appraisal process had been successfully implemented in June 2014.

Pension Plan

Mr. Pearse reported that UAS is in the process of selecting a pension consultant to assist with compliance and fiduciary responsibilities.

Zip Car

Mr. Pearse reported that ZipCar had been contracted with for car sharing on campus and was launched on September 3, 2014 with 7 cars available parked on campus at different locations.

Alumni Quad

Mr. Pearse reported on Alumni Quad concerns and the need for short term and long term solutions. Dr. Christakis noted that the Facilities Master Planning Committee will continue work this year to provide direction during the Campus Center construction and beyond. Planning and discussion will include Alumni Quad issues.

PRESIDENT'S REPORT

Dr. Christakis reported that new Board members attended an orientation on September 12, 2014 and reviewed some of the key points discussed at the orientation:

- A Board members first loyalty is to UAS. Report any conflicts you may have to Dr. Christakis or Mr. Pearse
- The Board is a strategic, oversight body, not a management body. Mr. Pearse is the Board's responsibility. The staff and vendors are Mr. Pearse's responsibility.

2014-2015 COMMITTEES

Dr. Christakis presented a list of committee membership for the coming year (see attached). Mr. Sanai made a motion to approve the committee membership list as presented. Mr. Serravillo seconded the motion. The motion was approved.

Public Comment

No public comment at this time.

Mr. Serravillo made an announcement concerning homecoming weekend activities and invited Board members to participate.

In response to a question concerning Shop24, Mr. Pearse reported that we currently have one Shop24 on campus and the vending contractor, Prestige, is learning how to manage and stock it. We will not pursue a second Shop24 on campus until the first one is working well. Being able to use credit cards at the Shop24 is still a problem because of PCI compliance issues and is being worked on.

Mr. Stanton announced that he had stepped down from his position of controller of the Student Association.

Adjournment

Mr. Sanai made a motion to adjourn the meeting at 12:48 PM. Mr. Butler seconded the motion. The meeting adjourned.

Respectfully submitted,

Nancy Harrigan

2014-2015 UAS Board Committee Assignments

9/11/2014

Finance	Governance	Program	Services	Executive	Facilities
Mike Christakis John Giarrusso Daniel Markisello Lee Serravillo Lee Stanton Kevin Wilcox	Mike Christakis Nick Butler Lisa Cassidy Marc Cohen Laurie Garafola John Giarrusso	Mike Christakis Francis Agyemang Scott Birge Lisa Cassidy Marc Cohen Gary Kleppel Jill Reichel Latonia Spencer	Mike Christakis Tom Besette Scott Birge Nick Butler Laurie Garafola Gary Kleppel Lee Serravillo Daniel Markisello Jill Reichel Fardin Sanai Lee Stanton	Pres. - Mike Christakis VP - Nick Butler Sec. - Latonia Spencer Kevin Wilcox	Scott Birge Mike Christakis Marc Cohen Laurie Garafola John Giarrusso Latonia Spencer Lee Stanton