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**University Auxiliary Services at Albany, Inc.**  
**BOARD OF DIRECTORS ANNUAL MEETING**  
**Friday, September 27, 2019 - 12:00 PM**  
**State Room- State Quad Dining Hall**

President Christakis convened the meeting at 12:09. The following Directors were present:

Dr. Michael N. Christakis	Ms. Nioka Gaudin	Ms. Carol Perrin
Mr. Dylan Card	Mr. John Giarrusso	Mr. Fardin Sanai
Ms. Dee Chin-Carty	Ms. Indu Lnu	Mr. Lee Serravillo
Ms. Alyssa Claffee	Ms. Mary Beth Murnan	Ms. Latonia Spencer
Mr. Todd Foreman	Mr. Stephen Pearse	

**ABSENT:** Dr. Jason D’Cruz; Mr. Dylan Marshall; Mr. Samuel Salazar; Mr. Jamus Socker

**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.

**BOARD BUSINESS**

**Seating of the Board**

Dr. Christakis presented the roster for the 2019-2020 UAS Board of Directors:

**Administration**

Dr. Michael Christakis - UAS Executive Director Appointment  
Mr. Todd Foreman – serving by virtue of position (VP of Finance and Administration)  
Mr. John Giarrusso - Presidential Appointment  
Ms. Carol Perrin – serving by virtue of position (Director of Residential Life)  
Mr. Fardin Sanai – Presidential Appointment

**Faculty Staff**

Dr. Jason D’Cruz – UA Senate Appointment  
Ms. Indu Lnu – UA Senate Appointment  
Ms. Mary Beth Murnan – UA Senate Appointment  
Ms. Latonia Spencer – UA Senate Appointment

**Alumni Association**

Mr. Lee Serravillo – serving by virtue of position (Executive Director, Alumni Association)

**Students**

Mr. Dylan Card – Graduate Student Association President’s Designee  
Ms. Dee Chin-Carty – Student Association President  
Ms. Alyssa Claffee– Student Association Appointment  
Ms. Nioka Gaudin – Student Association Appointment

Mr. Dylan Marshall – Student Association Appointment, ASDAC Representative  
 Mr. Samuel Salazar– Student Senate Chair Designee  
 Mr. Jamus Socker – Student Association Appointment

**UAS**

Mr. Stephen Pearse – UAS Executive Director

**Election of Officers**

Ms. Chin-Carty nominated Dr. Christakis for President, seconded by Mr. Card. Dr. Christakis accepted the nomination. There were no other nominations. Dr. Christakis was unanimously elected President.

Mr. Card nominated Ms. Dee Chin-Carty for Vice President, seconded by Ms. Murnan. There were no other nominations. Ms. Chin-Carty was unanimously elected Vice President.

Ms. Chin-Carty nominated Ms. Spencer for Secretary, seconded by Ms. Perrin. Ms. Spencer accepted the nomination. There were no other nominations. Ms. Spencer was unanimously elected Secretary

Dr. Christakis informed that Board that the Treasurer is Todd Foreman by virtue of his role as Vice President for Finance and Administration.

**Committee Assignments**

Dr. Christakis presented the committee appointments for 2019-2020:

Finance	Services	Governance	Program
John Giarrusso	Indu Lnu	Latonia Spencer	Indu Lnu
Lee Serravillo	Mary Beth Murnan	Fardin Sanai	Jason D'Cruz
Todd Foreman	Carol Perrin	Mike Christakis	Dylan Card
Dylan Card	Nioka Gaudin	Dee Carty	Jamus Socker
Samuel Salazar	Dylan Marshall	Nioka Gaudin	Dylan Marshall
	Alyssa Claffee		

Ms. Perrin made a motion to accept the committees as appointed, seconded by Mr. Card. The committee appointments were unanimously approved.

**APPROVAL OF MAY 10, 2019 BOARD MINUTES**

Mr. Sanai made a motion to approve the May 10, 2019 Board meeting minutes, seconded by Ms. Chin-Carty. Ms. Murnan introduced an amendment to the minutes to correct the spelling of her name. The minutes were approved as amended.

**OLD BUSINESS**

**State Quad Renovation**

Mr. Pearse reported on the renovations completed over the summer in the State Quad Dining Hall. Changes were made to the Simple Servings area, Dessert Area, Salad Bar and Deli that provided service upgrades and improvements to line flow.

**Husted Hall New Furniture**

Mr. Pearse reported that new soft seat booths with wood tables will replace the old booths in the Downtown Deli Seating Area. Installation of the new booths is planned for December.

## **EXECUTIVE DIRECTOR'S REPORT**

### **East Addition Feasibility Update**

Mr. Pearse reported that the first report from Edge Architects on the feasibility of an addition next to the east addition of the Campus Center has been received. Options being looked at for the addition include putting in a bookstore, catering services and a residential dining facility.

### **SMART Goals**

Mr. Pearse reported that all departments, including UAS, are being required to submit SMART Goals to the University and presented the 2019-2020 UAS SMART Goals:

- #1 By December 1, 2019 present at a National ID Card technology conference for our virtual and associated app.
- #2 By May 30, 2020 15% of resident freshmen have installed the app and at least 10% of the resident freshmen who have installed the app have used it for a meal plan transaction.
- #3 By May 30, 2020 determine whether to renovate and/or expand Campus Center for UAS services.
- #4 Increase locally sourced/sustainable food purchasing by 3% year over year
- #5 By July, 1, 2020 make decision on future of Kosher Kitchen

### **Vendor Contracts Expiring this year**

Mr. Pearse reported that eight contracts will be expiring on June 30, 2020: Action Commercial Services; Capital InteriorScapes; Colonie Mechanical Contractors; New Leaf Vending; Prestige Services; Refrigerator Leasing, UHY, ATM Machines. New contracts will be established to continue providing these services.

### **Meal Plan Update**

Mr. Pearse reported that participation in the Kosher Meal Plan is down this fall from last fall and add-on kosher meals are up this fall from last fall, but the overall participation is still very low in this dedicated area in the Indian Dining Hall and has to be subsidized by UAS.

Mandatory plans are down in all categories from last year. There are fewer students living on campus this year and a large component of this is having two dorms at Alumni off-line for renovations. Voluntary plans are at about the same level as last year. For all plan types there is a 5.6% decrease from fall 2018 to fall 2019.

Voluntary deposits are down 13% this fall from last fall over all categories, with the trend of more discount dollars being added and less munch money.

### **Dining Overview**

Mr. Pearse reported that residential dining is down only slightly this fall from last fall with Alumni having the biggest decrease, mostly due to two off-line dorms. Indian is the same as last year and State has a 14% increase in participation, possibly due to the improvements made over the summer to that facility.

Retail dining has increased 2% over all tenders. Ms. Chin Cary noted that the Campus Center looks busier in the evenings than it did last year.

### **Bookstore**

Mr. Pearse reported on Bookstores sales for 2019. Course material sales are down significantly and trade book sales are up significantly this fall from last fall. General merchandise remains the same from last year. Mr. Pearse also added that students are benefiting by a lower cost per unit for course materials.

## **NEW BUSINESS**

### **Bylaws and Strategic Plan Revisions**

Mr. Pearse reported that both the UAS Bylaws and the UAS Strategic Plan are due for review and work will begin in the Governance Committee to look at those documents and make sure they align with University goals.

### **Investment Policy**

Dr. Christakis reported that UAS has accumulated capital that should now be invested to increase the yield from the capital. Mr. Foremen explained that the Finance and Audit committee will develop an investment policy and then find a money manager to begin investing these funds. The Finance and Audit Committee will first do their planning and the Executive Committee will meet to review and approve the plan so the Finance and Audit Committee can proceed.

## **PUBLIC COMMENT**

None at this time.

## **ADJOURNMENT**

Ms. Perrin moved to adjourn the meeting. Mr. Sanai seconded the motion. The meeting adjourned at 12:54 PM.

*L. Sanai* 12/10/19