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**UAS Board Meeting Minutes  
Thursday, February 20, 2025**

11:03 Chair Armstrong calls the meeting to order.

John Lazarus states that we have a quorum

Christina Sotelo states that we are recording to assist with Meeting Minutes

Chair Armstrong ask for public comments and there are none.

Chair Armstrong asked for approval of the meeting minutes from the past meeting. Motion made by Dave Press. Chair Armstrong stated that members can vote to approve Minutes even if they weren't at the meeting. Seconded by Bill Robe. Passed unanimously.

The Agenda Item regarding a Chartwells update from Andrew Fox was not addressed since Andrew was not in attendance.

Jeff Kim provided a Campus Update. Enrollment is down 3.6%. Similar trend to what we have been seeing. Forecast update is holding to the previously reported \$1mil loss in 24/25. Net position at end of 23/24 was \$3.5Mil. Need to adjust to the bigger picture issue affecting campus. Board Revenue and Catering are down. Retail is looking a little above. They are holding COG below plan and Labor is a bit high. Labor start-up costs were high because we had more contract labor to start. The weekly updates are a newer development and have been keeping honest to what they had told us.

John Fisher joined the meeting and Jeff reviewed department level revenue, COGS, Labor and Operating expenses. Dave Press asked if we accounted for inventory during the transition and Jeff let him know we sold that inventory to Chartwells. Ekho's Café Sales up 50%, still operating at a loss of \$64k. Sea Store Revenue is down. COGS and Labor is down. Coding is well managed. JSB revenue is down significantly. Islands Margins are not looking good. Corporate is not too far off. John Fisher stated that year over year, we're doing a little bit better, and the 2nd half is when we expect to gain ground financially.

John Fisher updated Operations. JSB lost its edge because it wasn't the only place to get Starbucks. Not being able to bring food and drinks into the Library is a hinderance. Bradley shared that Cabinet is aware that traffic is higher in Islands than the Library and other campuses allow food/drink in the Library. A discussion ensued and the UAS Board endorsed UAS working with the Library to improve access in the Library.

John Fisher let the Board know about the Catering Manager who was hired with input from people across campus, Gavin came from University of Denver. Catertrax is fully implemented that allows online ordering catering and improved efficiency and Catering had a showcase to show what Catering can now offer. Student menus are available at a lower price point. Dave Press asked about billing and John Fisher explained that it's a new process.

John Fisher let the Board know that Catering is down and looking for opportunities to expand sales. STEAM Carnival brings 2.5k middle/high school students, Admitted Dolphin Day brings 2.3k admitted students and their families.

John Fisher provided an update on Wild Blue. There is a franchisee identified and they are working through Ventura County for the permit. In the meantime, product is coming from CSUN daily and selling out every day starting with 40 pieces and now up to 60.

Dave Press asked Chartwells to look into the possibility of premium stations or Flex sales within Islands for Sushi. John Fisher said he will.

Dave Armstrong asked Chartwells to look into marketing catering to outside entities and the Board engaged in a discussion. John Fisher said he would.

Jeff Kim provided an update on what's been done over the past year and shifting UAS' focus on strategic considerations. We have made good progress. Meal Plan increase under consideration, Late Night Dining implemented, Meal Plan equivalencies implemented. Labor and COGS are better controlled and we have implemented a 3rd party contractor. Lots more to do like marketing Meal Plans to commuter students and the residential communities as well as hiring more students.

John Lazarus reviewed Q2 Financials. We're doing about what we thought we'd do from the Budget. Dave Press asked about 25/26 enrollment and it's too soon to tell. Bradley Olin shared that systemwide, 8 campus' are not meeting targets and they are having their allocation shifted to the faster growing campuses. Working to adjust to lower enrollments and working to attract students and the cuts to the campus will impact all areas of campus. UAS in particular is heavily based on people on campus. The bodies that come to campus is down and what can we do to capture and maximize them. Improving campus life is very important and our student profile plays a factor.

Bill Robe asked to see how CI compares to other campuses with FTE to sales. Chartwells can provide a simple comparison FTE vs sales and try to pull residential vs. commuter.

John Fisher updated on Chartwells Operations. Student events are rising. Partnered with Black History month, feedback from customers, the 14 campus' survey will be shared with the Board at the next meeting.

John Lazarus Directors Report. ABC License is moving forward. We should have it over the finish line in March or April. American Pie is working well and customers are buying. Good discussions with Follett to look at how do they support campus.

Dave Press asked if budget cuts would impact faculty. Bradley Olin told the Board there will be \$17mil cuts and it is too soon to tell who, but there will be fewer people working on campus.

Dave Press asked when Audit Entrance is being scheduled and John Lazarus said May and it will be scheduled soon.

Chair Armstrong asked if any Board Members if would like to add items to the next meeting and there were none.

Next Meeting is May 15, 2025

Meeting is adjourned at 12:05pm