



## University Auxiliary Services Board of Directors

### MINUTES

Thursday, April 16, 2020 11:00 a.m.

Zoom – Online Meeting

**University Auxiliary Services Board of Directors Members Present:** Bill Robe, Chair; Marianne McGrath, Vice Chair; David Press, Andrea Grove, Stephanie Bracamontes

**CI and UAS Staff in Attendance:** John Lazarus, Peter Maher, Roxanne Herlien

1. **Call to Order:** Chairperson Bill Robe called meeting to order at 11:02 a.m.
2. **Public Forum:** Chairperson Robe called for public comment. No public persons present.
3. **Approval of minutes from February 20, 2020 (Bill Robe):** David Press - motion to approve, Andrea Grove - seconded the motion, and passed unanimously.
4. **Request to reschedule Annual Meeting back to May 21, 2020 (Bill Robe):** David Press - motion to approve, Marianne McGrath - seconded the motion, and passed unanimously.
5. **Director's Report (John Lazarus):** An overview of all UAS operations including Dining, Bookstore, One Card, Copier and Corporate
  1. COVID-19 Impacts: Operational and financial challenges
    - a. Islands only open for prepackaged meals to-go
    - b. Most students have been issued refunds for meal plans, but there are still about 200 living in student housing
    - c. We are paying all staff through May 22, 2020 (Campus approval given)
    - d. As of April 1, 2020, all UAS student staff became Student Affairs employees and they will continue to be paid through May 22, 2020
    - e. PPP Loan approved for \$690,300 will partially cover the approx. \$1.2 million net operating loss for this fiscal year
    - f. Moved product from Sea Store to Islands or Town Center Market
    - g. Pizza 3.14 open for take-out and delivery only, supports students and U. Glen residents
    - h. Will donate to Food Share if not able to use product
    - i. Most managers working remotely, Islands management rotating shifts
6. **Financial Report (John Lazarus)**
  1. Overview of the current state of all operations
    - a. Revenue generating activities have stopped or slowed significantly since March 15, 2020
    - b. Expecting FY 20-21 to have some reduction in residential students, retail sales and catering
7. **Board members may make any comments or announcements. (Bill Robe)**
  1. Audit Committee meeting will be scheduled in May 2020
  2. Islands meal plan prices will not increase for next year
8. **Approval of PPP Loan in the Amount of \$690,300 (Bill Robe):** David Press - motion to approve, Andrea Grove - seconded the motion, and passed unanimously.

**9. Board members may request specific agenda items for a future meeting (Bill Robe)**

1. No requests at this time

**10. Adjourn Meeting (Bill Robe)** Chairperson Robe adjourned the meeting at 12:05 p.m.

***Upcoming Meeting:***

*Thursday, May 21, 2020 at 11:00 a.m. via Zoom Online Meeting*

APPROVED

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Bill Robe, Chair  
University Auxiliary Services  
Board of Directors

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Date