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

   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             Date
    University Auxiliary Services
    Board of Directors