



University Auxiliary Services Board of Directors

MINUTES

Thursday, May 2, 2018 11:00 a.m.

California State University Channel Islands - Islands Cafe Private Dining Room 1996
One University Drive, Camarillo, CA 93012

University Auxiliary Services Board of Directors Members Present: Bill Robe, Chair; Ysabel Trinidad, Secretary/Treasurer; Andrea Grove, David Press, Hannah Dineley, Marianne McGrath, Elaine Crandall

CI Staff in Attendance: John Lazarus, Peter Maher, Stephanie Bracamontes, Roxanne Herlien

1. **Call to Order:** The meeting was called to order by Chairperson Bill Robe at 11:04 a.m.
2. **Public Forum:** Chairperson Robe called for public comment. Hannah Dineley announced that CSUCI received a grant for fruit trees, the fruit will be donated to the Dolphin Pantry.
3. **Information and Action Items:**
 - a. Approval of minutes from February 28th, 2019 (Bill Robe): David Press – motion to approve, Hannah Dineley – seconded the motion, and passed unanimously.
 - b. **Director's Report (John Lazarus):**
 - c. **Executive Summary (John Lazarus) and Presentation of 19/20 Budget (John Lazarus and Stephanie Bracamontes)**
 1. Review of Revenues and Expenses for: Corporate, Dining, Auxiliary Services, and Reimbursed Activities.
 2. Base Management decrease by \$153k due to elimination of salaries and benefits.
 3. Management- Eliminate ED salary \$9K, Assoc. Director \$93k, Reclassify Support position to Management\$ 53K
 4. Support Staff-Eliminate 1 support staff \$45K
 5. Benefits -Reduction due to elimination of Management salaries \$50K
 6. Food Sales reduced by \$88K to reflect a 3 year avg. growth rate of 5%
 7. Residential Flex Cash Revenue increased by \$130K based on census information, also includes a reduction of 40 meal plans projected in the spring
 8. Meal Plan revenue decreased by \$78k based on census information, also includes a reduction of 40 meal plans projected in the spring
 9. Management Salaries: Executive Chef increase \$9k, Retail Manager increase \$13k, Eliminate 2 Managers \$93K
 10. Management Fee decreased by \$147K due to eliminated positions in UGC Corp
 11. Management Fee decreased by \$ 6k due to eliminated positions in UGC Corp
 12. Lease payments -increased by \$17k due to TC Cams reconciliation for 16-17
 13. Town Center Market and Pizza 3.14 continue to be unprofitable

14. Freudian Sip (at library) Conversion to Starbucks (Proudly Serving) should see a \$49K increase with 3yr projection
15. Bookstore selling less books – Renegotiated operating agreement with Follett

d. Discussion of Budget (Bill Robe)

Business expected to trend upwards since student enrollment is increasing.

Further research needed on CAM fees.

e. Requesting the Board to approve converting Freudian Sip at JSB to Starbucks We Proudly Serve (John Lazarus)

David Press – motion to approve, Marianne McGrath – seconded the motion, and passed unanimously

f. Requesting the Board to approve the 19/20 UAS Budget (John Lazarus)

David Press – motion to approve, Andrea Grove – seconded the motion, and passed unanimously

g. Requesting Board to approve a meeting calendar for the 19/20 Academic Year. (John Lazarus)

September 19th, November 21st, February 20th, April 16th, and May 21st (Annual Meeting)

David Press – motion to approve, Hannah Dineley – seconded the motion, and passed unanimously

4. Board members may make any comments or announcements. (Bill Robe)

- a. Hannah Dineley: Students hoping for a Myci meal plan donation option online.

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

- a. No suggestions

6. Adjourn Meeting (Bill Robe) Chairperson Robe adjourned the meeting at 12:07 p.m.

Upcoming Meeting:

Thursday, May 23, 2019 at 11:00 a.m. - Islands Cafe Private Dining Room (#1996)

APPROVED

Bill Robe, Chair
University Auxiliary Services
Board of Directors

Date