



## University Auxiliary Services Board of Directors

### MINUTES

**Thursday, February 20, 2020 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; Marianne McGrath, Vice Chair; David Press, Laurie Nichols, Andrea Grove, Nicole Soto  
**CI and UAS Staff in Attendance:** Stephanie Bracamontes, 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 November 21st, 2019 (Bill Robe):** David Press - motion to approve, Marianne McGrath - seconded the motion, and passed unanimously.
4. **Request to combine April Board Meeting & May Annual Meeting on April 16, 2020 (Bill Robe):** David Press - motion to approve, Andrea Grove - seconded the motion, and passed unanimously.
5. **Request Board approval of Laurie Nichols, Interim Assistant Vice President of Administrative Services, for signature authority with Mechanics Bank on behalf of CI University Auxiliary Services:** Marianne McGrath - motion to approve, David Press - seconded the motion, and passed unanimously.
6. **Request Board approval of Barbara Rex, Interim Assistant Vice President for Budget, Planning & Analysis and University Budget Officer, for signature authority with Mechanics Bank on behalf of CI University Auxiliary Services:** Marianne McGrath - motion to approve, David Press - seconded the motion, and passed unanimously.
7. **Director's Report (John Lazarus):** An overview of all UAS operations including Dining, Bookstore, One Card, Copier and Corporate
  1. David and Marianne's appointments expire in May of 2020:
    - a. Both would like to serve another term
  2. Blackboard consultant, John Beckwith:
    - a. Looking at all functions of OneCard currently, and where we can expand on campus and off campus (ex: laundry, vending machines, gas stations)
  3. Town Center Market (TCM):
    - a. Always operating at a loss, it's been subsidized by other revenue generating locations
  4. HABA Vending with Canteen:
    - a. Trial period to see what products students choose
  5. Sea Store:
    - a. Quick facelift with shelving height reduced, wall decal, and decor
  6. Social Media:
    - a. Traffic up (now 153 followers on Instagram - from 0 in fall)
    - b. Next advertise free space at Pizza 3.14 for meetings, and upcoming cooking workshops
  7. Customer Satisfaction Survey
    - a. Working with Housing and ASI, also reaching Commuters and Division of Business and Financial Affairs BFA)

8. Looking at Contracts to get better pricing
  - a. Linens, Broad-line, Produce, Dairy, Convenience, Chemicals, Foster Farms (chicken), Harris Ranch (beef and pork)
9. Cooking Workshops:
  - a. 2/11/20 Lunar New Year, partnership with International Programs Office and Basic Needs
  - b. 2/19/20 Student Union, partnership with ASI and Basic Needs – 5 Ingredients or less, using the Good and Cheap free online cookbook
10. California Higher Education Basic Needs Alliance (CHEBNA)
  - a. John attended summit on reducing food insecurity

**8. Financial Report (John Lazarus)**

1. Overview of the current state

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

1. None at this time

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

1. No requests at this time

**11. Adjourn Meeting (Bill Robe)** Chairperson Robe adjourned the meeting at 12:20 p.m.

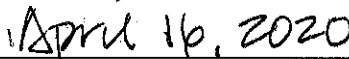
***Upcoming Meeting:***

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

APPROVED



Bill Robe, Chair  
University Auxiliary Services  
Board of Directors



Date