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 Herliens

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

   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

[Signature]  [April 16, 2020]