



University Auxiliary Services Board of Directors

MINUTES

Thursday, February 22, 2018 11:00 a.m.

California State University Channel Islands Lindero Hall Conference Room 1874
One University Drive, Camarillo, CA 93012

University Auxiliary Services Board of Directors Members Present: Bill Robe, Chair; Ysabel Trinidad, Treasurer; Matthew Federis (by phone); Marianne McGrath, Andrea Grove, David Press

CI Staff in attendance: Stephanie Bracamontes, Deanne Ellison, Diane Mandrafina,

- 1. Call to Order:** The meeting was called to order by Chairperson Bill Robe at 11:02 a.m.
- 2. Public Forum:** Chairperson Robe called for public comment. There being none, Chairperson Robe closed the public comment period.
- 3. Approval of the Consent Agenda:**
 - a. Approval of Minutes of December 14, 2017
 - b. Approval of the Financial Report period ending December 31, 2017

The Consent Agenda was reviewed, Mr. Press made the motion to approve the Consent Agenda items and it passed unanimously.

INFORMATION ITEMS:

4. INFORMATION ITEM: Interim Executive Director's Report

Ms. Ellison reported that the UAS Budget FY 2018-19 is being finalized and there will be a budget presentation at the next Board of Director's meeting in April. She explained that, for the purposes of the 2018-19 budget, the UAS portfolio will include Dining Services, as well as other auxiliary units including, but not limited to the Bookstore, vending and a one card program. With regard to the Budget, she also asked the board to note they will see the debt payment for renovations to Islands Café, for which University Auxiliary Services is responsible. The renovations were made to improve capacity and are seen as an investment to best serve the campus through the next decade. Ms. Trinidad explained that budget assumptions are made based on goals tied to metrics, in addition to the University's Strategic Plan, goals and objectives. Long term, the plan is to meet the reserve requirement and to make projections for the next five years.

Ms. Ellison reviewed the University Glen Home Sales Report provided in the board packet, highlighting that 72 of the 88 townhomes converted from rental to for sale properties have been sold, with sales totaling \$22,764,790.00. She also reported that a comprehensive, full-service,

interactive website for University Glen residents has been created to strengthen the relationship between Site Authority, CSUCI campus and residents of the University Glen community. It will be presented at the next Site Authority Board meeting.

Ms. Ellison reviewed the Food Security – Basic Needs Initiative – Hot Meals program document provided in the Board packets. She reported that the campus applied for a \$32,000 grant through the Chancellor’s Office in support of the CI Dolphin Food Pantry and Basic Needs Programs, and not only was the grant approved, the campus received \$40,000 in grant award money. The Board provided positive comments and commended those who worked on the initiative.

Ms. Ellison reported that the UAS Executive Director position has been posted.

Ms. Ellison reported that she and Executive Chef and Dining Services Director Peter Maher have been meeting throughout the academic year with constituent groups such as Resident Assistants, the HRE staff, Student Government leaders, Student Government Senate, and the Campus Ambassadors to receive feedback about existing services, as well as preview new and upcoming programs and initiatives in campus dining. The presentations have created very positive outcomes and created a stronger dialog between Dining Services and student groups.

6. NEW BUSINESS

Chairperson Robe asked if there was any new business to come before the Board. There being none, Chairperson Robe went on to the next order of business.

7. ADJOURN

Dr. Grove made the motion to adjourn the meeting, it was seconded by David Press and was approved unanimously. Chairperson Robe adjourned the meeting at 11:37 p.m.

Next Meeting: Thursday, April 12, 2018 in the Islands Café Meeting Room at 11:00 a.m.

APPROVED

Bill Robe, Chair
University Auxiliary Services
Board of Directors

Date