I. Welcome and call to order at 11:02am (Bill Robe)

II. Public comments on matters not on the agenda (Bill Robe) -- None

III. ACTION ITEM:
   A. Bill Robe motioned for approval of minutes from September 17, 2022
      1. David Press seconded
      2. All voted in favor

IV. INFORMATION ITEM: Board Report presented (John Lazarus)
   A. John Lazarus reviewed FY 2022 Q4 UAS Board Report
      1. There is a new format to the report to be easier to read and compare year-over-year.
      2. As expected, UAS will lose between $1.2 – 1.3 million for the fiscal year.
      3. UAS is expected to be operating in the red till FY 24/25
      4. Retail operations are not doing well
         a. Pizza 3.14 revenue is at $4k vs $30k budget
            a. David Press asked when Pizza 3.14’s lease is up
            b. John Lazarus replied 2027
         b. Bookstore revenue is at $26k vs $29k budget
      5. One Card includes free bus pass (CI reimburses VCTC)
         a. Students are able to use their smart phone as a bus pass
      6. Catering is doing much better than expected.
         a. David Press asked how Catering is doing compared to pre-COVID.
            a. John Lazarus says it’s not an apples-to-apples comparison
               because of the added Housing/ Facilities/ Parking
      7. Meal Plans are down compared to pre-COVID due to Housing occupancy rates
         a. Pre-COVID occupancy was about 1560. Post-COVID occupancy is currently around 1200.
         b. Meal Plan prices have not been raised since 2016.
            a. Bill Robe inquired about the procedure to increase prices.
            b. John Lazarus reported that it’s difficult to raise prices in the current environment/economy.
            c. Barbara Rex reported that the President is aware of the challenge and estimates a fix next year.
      8. David Press questioned how the HERF funds are accounted for.
         a. Barbara Rex answered that it’s a management decision to decide how much more HERF funds to give to UAS.
      9. Jeff Kim asked if the COGs timing is accurate
         a. John Lazarus reports that there’s always some lag, but that the timing is improving.
         b. Stephanie Bracamontes asked about splitting COGs between Islands and Catering.
            a. John Lazarus reported that we’re having trouble fixing that split.

V. DIRECTOR’S REPORT: Update on the current state of UAS Operations (John Lazarus)
A. John is now supporting Site Authority in addition to UAS.
B. Gateway Project update: there will be a 200 – 300 seat theater with an orchestra pit.
   1. Barbara Rex noted that this is a long-term project
C. There is still a concern with current inflation rates impacting UAS’ Net position this year and moving forward if we can’t increase prices proportionally.
D. Staffing issues have become less of a concern
E. Summer Conferences for 2023 is looking good
   1. All groups are returning next year.
   2. Ideal group is housing and dining only, with minimum or no classroom or field needs (due to shortage in inventory)
   3. A new Aikido group is considering hosting their camp here this summer.
   4. John and Bridget have contacted UCSB to ask for referrals from groups that UCSB can’t accommodate for whatever reason.
   5. David Press asked about summer conference marketing
F. Currently looking to add a Budget Analyst to help with managing staff and monthly P/Ls. Expect to have the position filled by end of month.
   1. Bill Robe asked if this is a temporary position. John Lazarus confirmed that it’s a permanent position.
G. John Lazarus reported on the “Swipe Out Hunger” partnership with Basic Needs (students can donate up to 2 swipes).
H. HR is switching from ADP to TotalSource; hoping that resolves a lot of timecard and payroll issues.
VI. David Press (Audit Subcommittee Chair) and John Lazarus discussed minutes of the Audit Exit
   A. David Press motioned to approve
   B. Bill Robe seconded
   C. All in favor (Barbara Rex and Stephanie Bracamontes abstained)
VII. BOARD COMMENTS
   A. Bill Robe complimented the catering at the President’s Dinner in October. David Press agreed.
VIII. AGENDA ITEMS FOR FUTURE MEETINGS:
   A. Barbara Rex will provide another HERF update at the next meeting.
IX. Next Board Meeting: February 16, 2023
X. Meeting adjourned at 11:39am (Bill Robe)