

**ASSOCIATED STUDENTS OF CALIFORNIA STATE UNIVERSITY, CHICO
ASSOCIATED STUDENTS BUSINESSES COMMITTEE
MEETING MINUTES**

Monday, November 4, 2019

9 a.m.

BMU 205

Members Present: Chris Taverrite, Michelle Korte, Austin Lopic, Stacie Corona, Mattea Bertain, Alex Smith

Members Absent: Dan Herbert, Megan Odom

Others present: David Buckley, Karen Bang, (recording), Lauren Lathrop, Steve Novo, Tom Rider, Susan Jennings

- I. **CALL TO ORDER** – The Chair, Taverrite, called the meeting to order at 9 a.m.
- II. **AGENDA** – **Motion to approve the 11/4/19 agenda (Smith/Bertain) 6-0-0 MSC.**
- III. **APPROVAL OF MINUTES** – Minutes of the 11/4/19 regular meeting. **Motion to approve the minutes of the 11/4/19 regular meeting, as presented (Lopic/Smith) 5-0-1 MSC.**
- IV. **ANNOUNCEMENTS** – None
- V. **BUSINESS**
 - A. **Information Item: 9/30/19 Dining Services Financials** – Rider reviewed the financials with the committee, noting that for Dining Overall, Income for the month was up 2.98% and YTD 5.43%. Net Income was up 43.87% for the month and 91.44% YTD. He said Sutter Dining Income for the month was up 9.14% and 6.44% YTD. Net Income was up 39.22% for the month and 30.40% YTD. Cash Ops Income was down (2.49%) for the month and up 3.63% YTD. Net Income for the month was 56.47% better than anticipated and 23.82% better than anticipated YTD. The other areas were also reviewed. Rider said that for the first time, Urban Roots was positive, noting this was due to EBT sales. Creekside and Common Grounds were discussed. Rider said coffee cards would be distributed to those that respond to the NACUFS Survey, which begins November 12. He explained that Marketing has been a little lacking this year, and said interviews for a new AS marketing position are being held today and this person hired would be focusing on Dining.
 - B. **Information Item: 9/30/19 AS Wildcat Store Financials** – Jennings reviewed the report, noting that Income was at \$90,049 for the month with \$75,793 of that Follett income. Expenses and transfers were at \$75,106. Net Increase for the month of \$14,943, with a \$51,761 net increase YTD. She said Commission Income was at \$225,011 YTD and 30% of the 2019/20 original approved budget of \$750,000.
 - C. **Information Item: Local Agency Investment Fund (LAIF) and Certificates of Deposit (CD) for quarter ending 9/30/19** – Jennings explained that LAIF Auxiliary Business had an investment balance of \$5,009,615. The Rate of return was at 2.45% and it earned \$39,845. Jennings said \$800,000 was invested in the Wildcat Store CD with a rate of return at 2.325%, and it earned \$4,689 for the quarter.
 - D. **Information Item: 9/30/19 Auxiliary Activities Fund Capital Expenditure Report** – Jennings reviewed the quarterly report, noting the Original Budget column shows what they anticipated purchasing for 2019-20, this past spring. She said an ice machine was purchased during the first quarter. Rider said Dining is purchasing an electric vehicle but it has not been delivered yet. Discussion was held regarding the purchase of a new dish machine for the Marketplace and it was noted that if one were purchased, it would need to be installed during the summer. Rider said they are having many problems with the current machine.
- VI. **DINING SERVICES DIRECTOR'S REPORT** – Rider said that because of success with the EBT system at Urban Roots, he would start the application process for Butte Station. • Rider said for sustainability purposes, reusable metal flatware has been purchased for use in the Marketplace, starting today. • Rider said on November 14, Sutter will host the Swipe Against Hunger Campaign, where students with meal plans can donate one swipe. He said these donations would be changed in to vouchers and given to the Wildcat Pantry for distribution to students in need. Taverrite will help officiate the event. • Rider said he would be meeting with

the local Roundtable franchise regarding them opening a location in the Marketplace area. • Rider said he spoke with someone who runs food trucks at UC Davis and they said they do great business. He said he would continue those conversations. Rider said he did some hot dog cart investigation regarding the carts near campus and saw a couple of locations where an AS food cart/vendor could be set up and is looking into these further. • Rider said Craig from UC David reached out to him regarding an App they piloted for concessions, where people pay from their seats, and then the food is delivered to them. He said the cost is charged to the purchaser and there would be no charge to the AS. All costs would run through the App. Jennings questioned if the AS would have access to credit card numbers and Rider said they would not. He said he would do a presentation to the committee when further information is obtained. • Rider reviewed the document with the committee regarding the effect the Wildcat Den has on Cash Operations – a 4% increase.

- VII. CHICO STATE WILDCAT STORE DIRECTOR'S REPORT** – Lathrop said Chico Preview Day was held this past Saturday and they had \$19,200 in sales overall. She said Customer Appreciation Day is December 6. She also noted that the new textbook manager started last week and has already had a lot of dialogue with professors on campus, as well as with book company representatives. She said there has been a lot of positive feedback and he is working diligently behind the scenes.
- VIII. EXECUTIVE DIRECTOR'S REPORT** – Buckley reported that there is a search firm on campus today regarding the Vice President for Student Affairs recruitment. He said the goal is to do interviews in early spring and hire someone in June or July. • Regarding the Marketing position, Buckley said the AS has serious problems getting qualified applicants to apply during recruitments. He explained they sometimes have to hire “green” applicants; however, it takes time and effort to train them. He said we also try to “grow our own,” but that also has issues. Buckley noted that other campuses throughout the state are having similar problems and many young people are not going into higher education.
- IX. VP APPOINTEE'S REPORT** – Lopic updated the committee regarding the various items approved/discussed at the previous BMUC meeting.
- X. CHAIR'S REPORT** – Taverite said he would begin communicating with Jamie Clyde regarding options as they move forward in the Marketplace, since contracting with Panera did not work out last year.
- XI. ANNOUNCEMENTS** – None
- XII. PUBLIC OPINION** – Limited to three minutes per speaker, five minutes for entire topic – None
- XIII. ADJOURNMENT** – The Chair, Taverite, adjourned the meeting at 9:47 a.m.