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

**Monday, March 22, 2021**

**10 a.m.**

**Via Zoom**

**Members Present:** Austin Lopic, John Barron III, Michelle Korte, Stacie Corona, Dan Herbert, Duncan Young, Anna Smith, Megan Odom

**Members Absent:** None

**Others Present:** Jamie Clyde, Karen Bang (recorder), Tom Rider, Susan Jennings, Sarah Fenton, Katrina Robertson, Lauren Lathrop, Connie Huyck, Corinne Knapp

- I. **CALL TO ORDER** – The Chair, Lopic, called the meeting to order at 10:03 a.m.
- II. **MECHOOPDA LAND RECOGNITION** – The meeting began with the reading of the Mechoopda Land Recognition statement.
- III. **AGENDA – Motion to approve the 3/22/21 agenda (Corona/Herbert) 7-0-0 MSC.** (Duncan joined the meeting at 10:05 a.m.)
- IV. **APPROVAL OF MINUTES** – Minutes of the 3/1/21 regular meeting. **Motion to approve the minutes of the 3/1/21 regular meeting, as presented (Odom/Smith) 8-0-0 MSC.**
- V. **ANNOUNCEMENTS** – Lopic said Happy Monday and welcomed everyone back from Spring Break. He said we are in week 8 – half way through the semester. Odom said there is an Education Hiring Fair this Thursday, March 25 and 95 school districts have registered. There is also a Career and Internship Job Fair on Wednesday, April 28.
- VI. **BUSINESS**
  - A. **Information Item: Budget Introduction** – Lopic said we're entering budget season and meetings will be held weekly in April and May. Rider said this budget introduction is for FY 2021-22 and the budget numbers will be provided at the April 5 meeting. He reviewed some of the new considerations for next year, changes to our operations, and some of the theories behind his assumptions for the budget packet. He said this year will again be challenging because of the novelty of the situation we find ourselves in. He said the budget is conservative, with predictions regarding retail sales low. Rider said 2019-20 started pretty strong for Dining Services, then in March of 2020, campus was shut down due to COVID-19. He said the sit-down, all you can eat format at Sutter had to change to a take-out only model, which will linger, and we'll have a hybrid model going forward. They will no longer be packing the Marketplace with customers; self-serve areas won't happen right away. Catering has not started back up yet, and they will be working on a whole new process based on the guidelines. He said there are some expenses that can be counted on like fixed costs. Rider said their three big variables are still fluid: income, labor and cost of sales (COS). He said his strategy is to show the worst case scenario. Labor is full, though he has cut roughly \$1 ½ million compared to the original approved budget last year for 2020-21. He said that's due to operational changes such as how Marketplace and Sutter will be run, but also not filling numerous full-time positions and student positions. Rider said they plan to run smaller, more efficient operations. He said they will be using technology to help manage customer flow and avoid overcrowding spaces. He said Income and COS estimates are tricky this year. Some numbers are based on 25% multipliers. However, now with 50% repopulation to campus, our income will increase, unless COS goes up. Many fixed costs will remain stable. Creekside and Holt Station will not be opened in the fall. Common Grounds will be a cashless, pickup only station, with orders being placed online. He said there will be an online pickup operation and our future campus delivery will be out of the Marketplace. Urban Roots, Butte Station and the Wildcat Den will be open. Campus Catering and Concessions for athletics will be open in some capacity. Sutter will have pickup and takeout options to go along with any inside seating that is brought back. Rider said they will also be running a delivery service for students at University Village, and for those students who may be quarantined there. He plans to submit a net zero contract to Housing again this year. All operational retail based income will go towards paying back expenses. Rider said he is meeting with Housing partners this week and they'll be discussing possibly holding a couple of summertime group camps on campus. Clyde explained that they take a budget as a snap shot in time, using the best information they have at that given moment, and put together reasonable

numbers in order to give an indication of what we believe the future will hold. She said they build a conservative budget to start, accountability indicators to stay in line. She said committee members should review the budget to see if those pieces seem reasonable to them. Clyde said this is considered a net zero budget, the more revenue we bring in, the better off everyone will be. If we see less revenue come in, those dollars will go back to Housing. She said the operational component is the most crucial aspect of the budget.

- VII. DINING SERVICES DIRECTOR'S REPORT** – Rider updated the committee regarding the progress on the credit card processing change to Payment Logistics. He said the hot dog cart should arrive this week. Rider said the This Way to Sustainability Conference is Thursday and Friday. He noted the campus wide Sustainable Procurement Policy from the Chancellor's Office is supposed to be released soon, which is important for both Dining and the campus.
- VIII. CHICO STATE WILDCAT STORE DIRECTOR'S REPORT** – Lathrop said the Chico State Commencement page is up and live. Graduation is going to be virtual this spring and she said students are able to order caps and gowns for purchase on the website as well as a plethora of items are available in the store.
- IX. EXECUTIVE DIRECTOR'S REPORT** – Clyde reported they are in round three regarding the centralized logos, which will go to the Board for approval. • Clyde said with Butte County now in the red tier, this gives us more opportunity to make some movement. She said Dining won't change much, mostly due to the fact that our contract is laid out; however, they are looking at possible indoor dining in the fall. Regarding the WREC, Clyde said although they can now move indoors, they have decided to remain in the parking lot until the spring semester is over so students don't lose their ability to use WREC 2.0, in case the tier goes backwards again. She said at the end of May, we'll move back in to the WREC and open it up based on the tier we're in. Clyde said the CDL hasn't really changed other than some new guidance with the new tier. Regarding the BMU, she said they are looking at gatherings individually at a 25% occupancy. Beginning March 29, assuming we're still in the red tier, three of the largest areas in the BMU will be allowed to be used for events in the BMU. She said the building can't be reopened yet. Events will be predesignated, students will be met at the door and walked to the space where they will be meeting. She said they are trying to make the BMU available when students want to use it and this will be the first time the clubs and organizations will be able to meet face to face. She noted reservations are for students only, no outside clients. • Clyde said they are working on a repopulation plan for career and student staff. She said in a typical year, the AS hires around 800 students, but we'll have less than we've had in the past. Clyde said the goal is that by August 1 we will have all of our services available, based on how we do at repopulation. Clyde said we are also looking at our space and what makes sense. She said they have taken some key notes from the campus Master Plan, which includes services in one spot for students, and are working toward that in the Government Affairs Office for more camaraderie and community for students. She said it will be a one-stop shop for students for our various AS programs. • Clyde said they're working on the Strategic Plan which will go to the Board this Friday. She said they are reassessing what our values look like and making sure we're spending money where students want it to go. She noted that elections will be held on April 7-8. She is also working on a compensation plan. Clyde said she has met with the execs regarding what is important to the AS and has been building a plan that will encompass what the execs feel are the most important. This will go to the Board this Friday. She noted this will have a major impact on Dining as they have one of the lowest paid areas. The campus is moving to \$16.80 as their lowest wage and most of our employees in Dining make less than that. This adjustment will be going to the Board as well for approval. • Clyde said there hasn't been a lot of guidance at this time regarding reopening buildings but she said she believes the BMU and WREC will be opened in a modified version, such as restricted hours, noting we have to control density and capacity. She said it's good that both the WREC and the BMU are large buildings, which will help out with social distancing for next year.
- X. VP APPOINTEE'S REPORT** – Barron said BMUC will be meeting today at 2:30 p.m. today.
- XI. CHAIR'S REPORT** – Lopic noted his Spring Break trip, reminded that elections are coming up, and his Birthday is in 9 days, same day as Cesar Chavez Day.
- XII. ANNOUNCEMENTS** – None
- XIII. PUBLIC OPINION** – Limited to three minutes per speaker, five minutes for entire topic – None
- XIV. ADJOURNMENT** – The Chair, Lopic, adjourned the meeting at 10:45 a.m.