

## ASSOCIATED STUDENTS BUSINESSES COMMITTEE

*This meeting was facilitated both in-person and via an online Zoom format, consistent with the Governor's Executive Order N29-20, suspending certain open meeting law restrictions.*

**Monday, September 27, 2021**

**2 p.m.**

**BMU 205**

**Members Present:** Austin Lopic, Jessica Nigel, Cole Cassidy, Michelle Korte, Stacie Corona, Megan Odom

**Members Absent:** None

**Others Present:** Jamie Clyde, Karen Bang, (recording), Susan Jennings, Lauren Lathrop, Tom Rider, Katrina Robertson, Thang Ho, Hugh Hammond, Corinne Knapp, Jon Slaughter

- I. **CALL TO ORDER** – The Chair, Lopic, called the meeting to order at 2:03 p.m.
- II. **MECHOOPDA LAND RECOGNITION:** The meeting began with the reading of the Mechoopda Land Recognition Statement.
- III. **AGENDA – Motion to approve the 9/27/21 agenda (Odom/Corona) 6/0/0 MSC.**
- IV. **APPROVAL OF MINUTES** – Minutes of the 5/10/21 regular meeting. **Motion to approve the minutes of the 5/10/21 regular meeting, as presented (Odom/Corona) 5/0/1 MSC.**
- V. **ANNOUNCEMENTS** – Lopic said Happy Monday!
- VI. **BUSINESS**
  - A. Action Item: Approval of Resolution for Establishing Time and Location for Associated Students Businesses Committee Meetings for the academic year 2021-22. **Motion to approve Resolution for Establishing Time and Location for Associated Students Businesses Committee Meetings for the academic year 2021-22, as presented (Odom/Corona) 6/0/0 MSC.**
  - B. Discussion Item: 6/30/21 Dining Services Financials – Rider reviewed the information with the committee, noting that this finalizes the fiscal year of 2020-21. He said they were not open very much last year due to COVID. Rider reviewed the Executive Summary with the committee, noting a positive of \$536,665 for the year after sharing with Housing. He said a lot of this was expense savings in the form of labor, cost of sales and materials, etc. and noted the payment from Pepsi was included in this amount. Jennings said we also received \$214,000 from campus via HEERF dollars to pay us back for the paid Admin. leave that we paid our students when they were laid off.
  - C. Discussion Item: 6/30/21 AS Wildcat Store Financials – Jennings said normally she'd present month-to-date information, but did YTD for this presentation. She said Income YTD was at \$907,650 and noted we received campus support regarding estimated lost revenue in the amount of \$530,106. Expenses and Transfers YTD at \$773,891 and Net Increase YTD was \$133,760. Lathrop asked if campus payout of HEERF funds was a one-time payment and Jennings said yes, as far as she knows.
  - D. Discussion Item: 6/30/21 Follett Wildcat Store Financials – Lathrop said Textbook sales were up 48%, General Merchandise was up 40% as a whole. She said campus tours and summer school classes helped with income; however, they had a huge loss compared to two years ago because

of not having the on-campus Summer Orientations to rely on. Overall, Lathrop said for June they ended up at \$90,735, which was an increase from the year before of about \$28,654 or 46%. She said they have been communicating with Herff Jones regarding the issue of in-person graduations and said Herff Jones didn't have enough staff to process all of the orders, which caused major issues. She doesn't expect this to happen again this next year. Corona expressed appreciation for the bookstore pivoting and doing what they could to support the campus for in-person graduation.

- E. Discussion Item: Local Agency Investment Fund (LAIF) and Certificates of Deposit (CD) for quarter ending 6/30/21 – Jennings explained the investment products that we use, noting they are very secure but provide low returns as there's not a lot of risk. She reviewed the Auxiliary Business information with the committee, noting interest earned of \$5,743.42. CD's were next reviewed, and the Wildcat Store (Auxiliary Business) interest earned was \$1,854.06.
- F. Discussion Item: 6/30/21 Auxiliary Activities Fund Capital Expenditure Report – Jennings said the only item purchased last year was a hot dog cart in the third quarter. Rider said they need to hire a person to run the cart.
- G. Discussion Item: ASBC's Mission and Program Statements – Slaughter said the various AS Mission and Program Statements are being updated as needed this year. He reviewed the current statements that are listed on the AS website, noting the AS Mission Statement was approved this last spring. Slaughter said the Business Mission Statement was approved in 2002 and the Food Services Mission Statement was approved in 2001. He explained that a good mission statement answers three questions: 1. what we do (articulate our purpose); 2. How we do it (how does our business operate?); 3. Why we do what we do (describe our "spark" or passion) Slaughter reviewed the current Business Mission Statement as well as the Food Services Mission Statement (Odom left the meeting at 2:29 p.m.). Options and next steps were reviewed and Slaughter suggested possibly consolidating the two to be one Mission Statement. He said ASBC could either update or affirm the current statements and a sub-committee could be appointed to work on this. Lopic said his goal is to consolidate the two Mission Statements, update and streamline them. Discussion was held and consensus of the committee was to combine them. Lopic, Rider and Cassidy expressed interest in being on the sub-committee.

**VII. DINING SERVICES DIRECTOR'S REPORT** – Rider started with challenges, noting there is a student labor shortage, although they're looking pretty good regarding career staff. He said a \$300 signing bonus was implemented after 30 days of employment, plus employee meals for students, which has helped. He said they still have spots available at Sutter Dining, mornings and afternoons in particular. Regarding supply chains, Rider said they're having difficulty getting products and produce is now only being delivered twice a week due to driver shortages. He said costs have increased for everything and our prices will need to be increased over winter break. • Regarding sustainability, Rider shared a video explaining the new Ozzi machine being used at Sutter which provides food in reusable Ozzi containers. He explained student pros and cons for using this system. Rider also pointed out that he's in Dining Manager's ware and that they have t-shirts and hats for student staff as well. • Future plans – Rider said they have been working with food trucks, who have been at Sutter weekly over the past few weeks. He explained that students receive a receipt when they swipe their card and then take the receipt to whichever food truck they'd like to purchase a meal from. He said 375 meals were provided out of two trucks last Tuesday; however, our Dining Services staff are still providing up to 900 meals as well. He said it has been a nice relief for staff as they've been overloaded. Rider said he recently received great news from Cabinet that he can pursue possibly having long-term food trucks on campus and he'll be meeting with Heather Long, EHS and UPD to look at four areas on campus where the food trucks could be located. • Rider said the owner of Steve's Pizza from Davis came looked at our Marketplace space and has put a proposal together for us. In addition, Round Table Pizza has expressed interest again and Rider will see about getting a proposal from them as well. • Corona asked if Dining received HEERF III money. Rider said they received \$246,000 from campus of HEERF III money, which is designed to create a

COVID resilient campus. He said his proposal was to eliminate lines, allowing people who work on the outskirts of campus to stay where they are, having food available throughout campus. He is in the process of purchasing a Sally the Robot (salad making robot). He is working with Zack from FMS and Tom Ussery to identify buildings where there's a spot that the Dean of the building would like a healthy food choice. The equipment will be purchased ASAP as they need to be installed by May 2022.

- VIII. CHICO STATE WILDCAT STORE DIRECTOR'S REPORT** – Lathrop said they are having a hard time sourcing food and clothing, noting they have been placing orders with vendors and seeing half come back as out of stock. She said business in the convenience store is absolutely booming right now without the Marketplace being open. She said they've been ordering salads and sandwiches from the Marketplace and selling all of it. In addition, donuts, bagels and coffee have been moved near the door by the Technology area and are selling out daily. • Lathrop said they have started adoption sourcing for textbooks for the spring 2022 semester and last week they emailed the chairs and ASCs to request their assistance in obtaining their department's adoptions. She said they have already received 159 of them, which is huge. In addition, Lathrop said they met with the Provost and talked with her council about the importance of adoption. The adoption deadline is October 11. • Lathrop said once it has been decided what the campus seal can be used for, they'll start making things to sell in the bookstore and have communicated that the information is needed ASAP in order to be prepared for graduation. Lead time is now 10 to 12 weeks instead of the normal three to four weeks. She showed items with the new campus "C" logo.
- IX. EXECUTIVE DIRECTOR'S REPORT** – Clyde said they had a rough year last year and had to lay off a majority of our staff when campus closed down. She said we have been able to bring back approximately 60% of our student and career staff. She emphasized that we've moved past that, have started back up and it shows how positive our partnerships are here on campus. She credited Corona for advocating for this committee specifically regarding HEERF dollars for paying us back for lost wages for our student employees as well as giving money to the AS due to Follett losses. Vending was also through this HEERF allocation. She said indirectly, the fact that we're seeing any money on the bottom line in Dining was thanks to HEERF. Clyde said Housing also worked with us in partnership and we split some of the savings to make the AS whole. She said we also partnered with Follett, and all of this could not have been done without a real teamwork emphasis. Clyde thanked Corona for working so hard on this. Corona said HEERF funds were also used for WREC 2.0 in the parking structure. Funds are also going to The Oasis at the WREC. Clyde said Lopic and Duncan Young served on this committee over the summer. • Clyde said Jennings is retiring in December and interviews have been held for the Financial Services Director position. She said hopefully a decision and offer will be made this week. • Clyde said the amount of work that Rider has had to do in the last year has been pretty unbelievable. She said Lathrop's team has worked hard as well. Lathrop also thanked Rider for his assistance to the bookstore. Rider thanked everyone, noting we're in a good spot and there is light at the end of the tunnel. (Corona left the meeting at 3:08 p.m.). Quorum was lost and the meeting adjourned.