

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

Monday, October 29, 2018

10 a.m.

BMU 205

Members Present: Alex Williams, Dan Herbert, Stacie Corona, Michelle Korte, Zachary Schmechel, James Ryan, Chris Taverite, Megan Odom

Members Absent: None

Others present: David Buckley, Karen Bang, (recording), Jamie Clyde, Tom Rider, Steve Novo, Elaine Kramer, Katrina Robertson

- I. **CALL TO ORDER** – The Chair, Williams, called the meeting to order at 10 a.m.
- II. **AGENDA** – **Motion to approve the 10/29/18 agenda (Taverite/Schmechel) 7-0-0 MSC.**
- III. **APPROVAL OF MINUTES** – Minutes of the Special meeting of 10/8/18, regular meeting of 10/15/18 and Special meeting of 10/22/18. **Motion to approve the minutes of the Special meeting of 10/8/18, regular meeting of 10/15/18 and Special meeting of 10/22/18, as presented (Taverite/Schmechel) 7-0-0 MSC.** Corona noted on the 10/15/18 Minutes that the word Sedesco should be spelled as Sodexo.
- IV. **ANNOUNCEMENTS** – None
- V. **BUSINESS**
 - A. **Information Item: 9/30/18 Follett Wildcat Store Financials** – Novo said that September sales were above previous years because of the number of academic days in the month. For the month of September they were over on each of the categories (Korte joined the meeting at 10:03 a.m.). He noted that YTD, course materials were down. Novo explained that they have ongoing issue with Open Educational Resources (OER) due to advancement of pushing for open resources for students. He also explained that a couple of their textbook vendors shipped the incorrect products, which caused losses, noting that overall there was \$100,000 worth of mistakes by the vendors. He said this didn't just happen here; it was a huge issue nationwide. He said they don't expect this to happen again next semester. Novo said YTD they were down 13% compared to last year, down 21% compared to two years ago. He explained regarding OER, that they work with alternative learning solutions for students such as offering open stacks of textbooks, a collection of books put together, at very low cost. There are also free resources online, which many professors are starting to use. Also, many professors tell their students to go directly to the vendor, thinking book prices are cheaper through the vendor instead of through the bookstore, although this is often not the case. Novo said these options do not help bookstore sales, and affects AS commission. Discussion was held regarding reaching out to professors. Corona said each campus has an Affordable Learning Solution Committee; trying to get textbooks for students at free or low cost. She said there is a national and state level push on these issues and noted it is a complex undertaking. She said they are trying to figure out how to connect with faculty and the provost regarding what's best for the students.
 - B. **Information Item: 9/30/18 Dining Services Financials** – Rider started with the Executive Summary which combines all of Dining Services YTD. Revenue was 0.26% less than budget. Other income up 18.61% more than budget with net income 24.17% more than budget. He said September combined income was 1.58% less than budget. Net income 56.79% better than budgeted. Retail total income was 2.92% less than budget with net income \$23,656 more than budget, reducing the YTD projected loss by \$41,203. The Marketplace, convenience stores, coffee shops, Catering and Concessions/Vending and Prep Foods were also reviewed with the committee.
- VI. **DINING SERVICES DIRECTOR'S REPORT** – Rider reported he is working on positions that need to be filled as well as updating of various positions. He noted that vacancies have provided an opportunity to look at our systems. Rider said inventory control is lacking and a monthly inventory aligning within the POS system will need to be done, particularly in Butte Station. Rider said Lean Path Skills IT is getting equipment to the AS this

week. He noted the Butte Station central refrigerator has a leak in one of the lines that runs underneath the floor and will be repaired over Thanksgiving break.

- VII. CHICO STATE WILDCAT STORE DIRECTOR'S REPORT** – Novo reviewed month-to-date and year-to-date graphs with the committees. He said they are trying to make sure they get out to the campus and expand their list of contacts regarding textbooks. Novo said the Star War Reads event was held last week, which was quite popular due to storm troopers coming in and visiting with the children. He reviewed new products that have arrived and noted that December 7 is Customer Appreciation Day.
- VIII. EXECUTIVE DIRECTOR'S REPORT** – Buckley said this committee will start to hear what is going on with the Campus Strategic Plan and Master Plan. He said President Hutchinson is trying to get the campus to think differently about who we are and where we have been, and that Chico State is a world-class institution. Buckley said we need to note all the things that we do here at the AS that are great and as an auxiliary need to look at how we perceive ourselves. He explained that with new AS staff members, we have a good opportunity to start thinking of going in a new direction. Buckley said he challenged Rider, Clyde and Kramer regarding our residential dining program in regards to schools that are recognized for being top residential dining areas. He said we could take our residential dining program to a new level. Buckley said this is a good opportunity for us think about who we are, and the WREC and other programs are also working on this. • Buckley said the Follett contract is up on June 30, 2019 and by early spring will need to be notified regarding if we wish to continue with them. When Susan Jennings returns, Buckley said he would have her run an analysis regarding this. He said the Board will have various options to consider, such as whether or not to extend the contract, or don't and go out with a RFP, or go back to self-operating.
- IX. VP APPOINTEE'S REPORT** – Schmechel reported BMUC was provided with an overview of the Facility Master Plan. Clyde said they also went over the budget and capital expenditures. She said BMUC will be reviewing and reprioritizing the list of various projects to be done in the BMU and the WREC.
- X. CHAIR'S REPORT** – Williams said she has a budget that goes towards a scholarship for a club or organization on campus. She said she is working with Clyde, and will be putting the money towards a Women's Empowerment event to be held sometime in February. Williams said she is also working on textbook scholarships.
- XI. ANNOUNCEMENTS** – None
- XII. PUBLIC OPINION** – Limited to three minutes per speaker, five minutes for entire topic – None.
- XIII. ADJOURNMENT** – The Chair, Williams, adjourned the meeting at 10:44 a.m.