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

Wednesday, January 26, 2015 11 a.m. BMU 205

Members Present: Nicole Lung, Amelia Lowry, Michael Wood, Kyler Newton, Stacie Corona, Pedro Douglas, Megan Odom

Members Absent: Michelle Korte

Others present: David Buckley, Mary Cox (recording), George Rankin, Susan Jennings, Steve Novo (CSWS Assistant Manager), and Thang Ho

I. CALL TO ORDER – The Chair, Lung, called the meeting to order at 11:01 a.m.

II. AGENDA – No changes

III. APPROVAL OF MINUTES – Minutes of the regular meeting of 12/31/14. Motion to approve the minutes of the regular meeting of 12/31/14, as presented (Lowry/Corona). 7/0/0 MSC.

IV. ANNOUNCEMENTS – None

V. PUBLIC OPINION – Limited to items on the agenda – None

VI. OPINIONS – None

VII. BUSINESS

A. Action Item: Approval of Revised Resolution for Establishing Time and Location for Associated Students Businesses Committee Meetings – Spring Semester of 2014-15 Academic Year. Motion to approve Revised Resolution for Establishing Time and Location for Associated Students Businesses Committee Meetings – Spring Semester of 2014-15 Academic Year, as presented (Odom/Newton). 7/0/0 MSC.

B. Information Item: 12/31/14 Auxiliary Activities Capital Expenditure Report – Jennings shared information regarding the Capital Expenditures for Dining Services, which were a total of almost $52,000 for the quarter.

C. Information Item: 11/30/14 Dining Services Financials – Rankin shared a PowerPoint presentation of the financials for November 2014. He reported that retail sales continue to exceed expectation: Marketplace profit flat to budget due to credit card charges and operating supplies almost $5,000 up; Catering continues improved top line sales with growth of 47%; Residence Dining plate cost dropped back down to $2.06, which brings it back to target; and payroll expenses were below budget year to date. Discussion was held.

D. Information Item: 11/30/14 Chico State Wildcat Store Financials – Jennings shared information regarding the CSWS financials including commissioned revenue from Follett and payments to the University, credits, and write-offs.

VIII. DINING SERVICES DIRECTOR’S REPORT – Rankin reported that Tapingo orders continue to grow; the NACUFS survey numbers were down, which was disappointing; Concessions has an increased partnership with Round Table Pizza; and Common Grounds extended hours during finals week, with delivery to the library, was on track. Rankin reported that all areas are currently working on the PFG (Performance Food Group) transition, which has gone much better than expected. He also reported that the Au Bon Pain demo/sampling was well received.

IX. CHICO STATE WILDCAT STORE DIRECTOR’S REPORT – Novo reported that spring rush went very well. They rearranged the store, which seemed to work much better with lines, and queues moved about 25-30% faster. He reported there was also much better training of the associates in place. Web orders went flawless and in-stocks went smoother this time around as well. He reported that sales look good so far with
spring rush. He reported a couple of events coming up are basketball this Saturday and baseball next Saturday. Novo also reported that they are working with Housing to facilitate dorm deliveries in the fall. Discussion was held.

X. EXECUTIVE DIRECTOR’S REPORT – Buckley reported that budget season will start soon. Each area will look at salaries first, and then Jennings will determine overhead costs for various areas. He reported that they still have not made a decision on the new software financial/HR system as they are still waiting to see what the final costs will be, but hopefully they will be able to make a decision in the next couple of weeks. Buckley reported that other items which will impact corporate overhead will be the minimum wage increase, which goes up to $10 per hour January 2016; the University requiring IT reimbursement from the AS, which will be approximately $68,000; and the new sick leave law, which provides up to three days per year for all student/casual employees. He reported that there will also be costs associated with the Research Foundation no longer using our services, which will be a loss of $600,000 revenue, and will result in staff reductions in the Financial Services Office. However, the salary reductions will not make up for the entire $600,000 so the balance will be split between the various areas. Buckley reported that Rob Meyers is selling some leftover products on eBay, including math access codes, Apple products, and the sales will be reflected in the AS CSWS financial reports. Discussion was held.

XI. VP APPOINTEE’S REPORT – Lowry had no report.

XII. CHAIR’S REPORT – Lung reported that before the break she had a CSWS ad hoc committee meeting, which she said Sarah Foisy found to be very informative, and the students had a great time being involved. Lung stated she would like to do it again. Lung reported that she went on the AS Government Office Retreat during the break and worked on some goals.

XIII. ANNOUNCEMENTS – None

XIV. PUBLIC OPINION – None

XV. OPINION – None

XVI. ADJOURNMENT – The Chair, Lung, adjourned the meeting at 11:36 a.m.