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

Monday, April 13, 2015  11 a.m.  BMU 205

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

Members Absent: Megan Odom

Others present: David Buckley, Mary Cox (recording), George Rankin, Susan Jennings, Sarah Foisy, Matt Zaleski

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

II. AGENDA – No changes

III. APPROVAL OF MINUTES – Minutes of the regular meeting of 3/9/15 and 3/23/15. Motion to approve the minutes of the regular meetings of 3/9/15 and 3/23/15, as presented (Wood/Lowry). 4/0/1 MS

IV. ANNOUNCEMENTS – Lung introduced Matt Zaleski, candidate for VP of Business & Finance.

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

VI. OPINIONS – None

VII. BUSINESS

A. Information Item: Deletion of policy from Associated Students Corporate Code Book – Auxiliary Activities Net Asset Reserve Policy – Jennings reported that the original policy was no longer applicable for the AS due to Follett now managing the Chico State Wildcat Store.

B. Information Item: Addition to Associated Students Corporate Code Book – Wildcat Store Net Assets Reserve Policy – Jennings shared changes specific to the Wildcat Store under Follett. The reserve has been set and capped at $700,000. Discussion was held. Lung explained that this will go to the Board for approval. Jennings shared information regarding Wildcat Store Net Assets proposed budget for 2015/16.

C. Information Item: Addition to Associated Students Corporate Code Book – Dining Services Net Assets Reserve Policy – Jennings shared changes to the policy specific to AS Dining Services. She explained that they updated wording from Whitney to Sutter and Food Service to Dining Services. Set reserve at $500,000 and capped at that amount. Lung explained that this will come back to ASBC next week for approval. Jennings shared information regarding Dining Services Net Assets proposed budget for 2015/16. Jennings shared that Dining Services looks to be in the positive to meet reserves for the first time. (Korte arrived at 11:22 a.m.)

D. Information Item: Associated Students Auxiliary Businesses Budget – Chico State Wildcat Store (including Capital Expenditures), estimated results 2014-15 and proposed budget 2015-16 – Jennings shared a PowerPoint presentation of the AS Auxiliary Businesses Budget including revised 2014/15 and budgeted for 2015/16. Follett commission estimated at $1,008,000. No planned Capital Expenditures. Discussion was held.

E. Information Item: Associated Students Auxiliary Businesses Budget – Dining Services (including Capital Expenditures), estimated results 2014-15 and proposed budget 2015-16 – Rankin shared information regarding Dining Services estimated revised for 2014/15 and proposed budget for 2015/16. Discussion was held. Jennings shared that projected Capital Expenditures for 2015/16 is estimated at $136,000.

F. Information Item: Corporate Services Fund and Area Reimbursements Summary – Jennings explained that this is for AS Administration which provide support to all areas of the AS including Dining Services. 2014/15 estimated results budget reflects a savings of $285,840. 2015/16 proposed budget reflects a decrease of $240,270.
G. Information Item: 2/28/15 Dining Services Financials – Rankin shared a PowerPoint presentation of the Dining Services financials for February 2015. He reported a sales growth of 15%, with retail currently in the positive YTD $14,598.

H. Information Item: 2/28/15 Chico State Wildcat Store Financials – Jennings shared information regarding the CSWS. She said there was no operating income to report and operating expenses were consistent with prior months. She reported commission from Follett was approximately $56,000.

VIII. DINING SERVICES DIRECTOR’S REPORT – Rankin reported that the prime vendor migration is going well. There have been some glitches but PFG is being responsive. He reported that the CostGuard inventory program is now operational. Rankin reported that he recently attended the NACUFS Pacific Region Conference. He reported that Choose Chico Day went very well and Catering received very positive feedback regarding the Distinguished Alumni Dinner held Friday night.

IX. CHICO STATE WILDCAT STORE DIRECTOR’S REPORT – Foisy reported March sales were down about $62,000 mostly due to the income reporting process of graduation sales, but she said the bulk of the sales will be seen in May. She reported that they finished the month at $252,000. Discussion was held.

X. EXECUTIVE DIRECTOR’S REPORT – Buckley reported that he spoke to the Board last week about Rankin leaving in June or July. Rankin’s wife will be working on her PhD at the University of New Mexico. He reported that he received many good comments regarding the Distinguished Alumni Dinner and Choose Chico Day. He said that he will be talking with the Board regarding water usage on campus. He said that restaurants and food service providers are not allowed to put out water unless it is requested by the customer. He stated that Dining Services may need to reduce dishwashing use and Catering may need to move to using more compostable paper products instead of china where possible, and he said steps will need to be taken at the WREC to reduce water usage.

XI. VP APPOINTEE’S REPORT – Lowry reported that BMUC reviewed the WREC and BMU budgets. She said they also discussed artwork and interactive computers to make the BMU nicer.

XII. CHAIR’S REPORT – Lung reported that she is excited to review budgets and she is still working on finalizing the Student Org menu. She reported that voting begins on Wednesday at 8 a.m.

XIII. ANNOUNCEMENTS – None

XIV. PUBLIC OPINION – None

XV. OPINION – None

XVI. ADJOURNMENT – The Chair, Lung, adjourned the meeting at 12:01 p.m.