

**Minutes**  
**December Board of Directors Meeting**  
April 10th, 2023  
SUB 416

<b>Attendees:</b>	Steve Deutsch	Fred DeStefano
	Melinda Cirillo	Rachel Rigolino
	Michele Halstead	Michael Cavalieri
	Mazee Simpson	Brian Obach
	Stella Turk	Annalynn Dimarco
	Abby Selnick	
	Kevin Saunders	

**Others Present:**

**Recording Secretary:** Dan Gastin

**Call to order:** 1: 00 PM

**Unanimous approval of agenda and February 13th, 2023 minutes.**

**Executive Director's Report**

**Steve** opened the meeting by welcoming all members, then highlighted key points in the Executive Director's report. In addition to the continued discussions with Krishna Kitchens to bring their operation to the unused space in Sojourner Truth Library, the focal point of the report outlined the Bookstore RFP Process in which **Steve** indicated the meeting would cover momentarily. Another component in the report is the Reusable Container Program with Ozzi on campus, in which CAS is seeking to improve with a budget on \$60,000. The funds will be used to implement virtual tokens so students can use the program on their smartphones; the addition of 10,000 customized orange hawk boxes; a streamlined hookup that will enable better data collection; and custom machine skin designs that will be added to new and existing Ozzi machines. In addition, **Steve** emphasized that he is speaking with vendors and other campuses to learn about their programs to maximize the success of ours. **Steve** closed out the Executive Director's Report by indicating the state added ten million dollars to the Peregrine Dining Hall renovation (forty-three million total), which has been the conversation of several meetings he and Melinda have had with architects. Before moving on **Brian** asked, "How does an extra ten million get added?" **Michele** replied, "SUNY Central requests the funds and it's paid through a combination of bonds and taxpayer money, which is informed by the State University Construction Funding." **Michele** also expressed that the state evaluates the campus based on needs which also determines how much funding we receive. Furthermore, **Michele** outlined the process in which a building project goes through (e.g., design stage) that helps determine an estimated cost. **Brian** asked, "Based on the added funds, should we reconsider our contribution?" **Steve** replied, "The inflation of construction costs will undoubtedly lead to an increase in the project cost." **Steve's** response prompted **Michele** to highlight the possibility of evaluating the order in which we conduct the Elting Pool project and the Peregrine Dining Hall project. The discussion then pivoted to the concern of where students will eat on campus once the project begins in about two years. **Steve** mentioned the possibility to use the "pre-function space" by the MPR-but if not-a temporary facility might need to be built to act as a dining hall which be very expensive. However, the preference is to phase the project to avoid the temporary facility. Before the meeting progressed, **Michele** asked, "What's the timeline for shovels?" **Melinda** replied, "thirty-six months, but they're trying to scale down closer to thirty-two months."

### **Bookstore RFP Process**

**Steve** indicated Barnes & Noble, Follet, E-campus, and University Gear Shop are in the running for the bookstore contract. (Steve clarified E-campus oversees the online book operations and University Gear Shop handles the physical store operations.) Now that the proposals from the companies have been received, **Steve** said the consulting firm will evaluate the proposals and provide us analyses by the end of this week. After reviewing, a preliminary meeting with the committee will take place during the week of April 17<sup>th</sup>, then virtual presentations will take place on April 26<sup>th</sup> from 8:30 AM – 2 PM and will be open to all Board members as well as the RFP Committee: **Steve, Melinda, Abby, Rachel, and Kevin.**

### **Meal Plans/Budget**

**Steve** transitioned the meeting to cover meal plans, in which he explained he, Melinda, and Mike met to evaluate the current plans and conjured new options for the 2023 – 2024 school year. Some of these ideas included the Cart Blanche plan being moved to a 14, with around five-hundred Dining Dollars. **Melinda** added, “We’re looking to have three to five meal plans with more Dining Dollars.” **Stephanie** posed the concern of students running out of money with the new plans, in which **Melinda** replied, “We don’t have enough data yet but we want to build on Peregrine so the students can eat there. Another concern is the freshman on campus, we want to make sure they are kept on the Cart Blanche to budget appropriately.” Soon after, **Michael** said, “The participation in the dining hall is extremely low, performing below historical averages” and there is less of a community at Peregrine which has led to a declining balance. **Melinda** followed up by saying there’s still about eight-thousand dollars in the system, so Michael will have to start offering sales and special offers for students to spend their funds. Overall, the consensus is students don’t like eating at Peregrine. To help change this, **Steve** asked prospective architects to bear in mind that any design will have to be flexible and allow for changes in cuisine to be easily accommodated. **Annalynn** asked, “Will costs increase?” **Melinda** replied, “There will be around a 5% increase with plans, so about one hundred twenty-eight dollars.” Before moving on, **Stephanie** asked, “Do the program interns make a difference in Peregrine?” **Steve** answered, “It’s a nice activity, but we’re not seeing a big change. Mike will take on a programming intern in the fall to focus on a consistency plan (e.g., Karaoke Night on Wednesdays), which will help us track performance better. To help with this, **Annalynn** suggested Sodexo creating an Engage Page to increase the awareness as many students don’t know about the programming in Peregrine.

### **Good and Welfare**

Before closing the meeting, **Steve** asked if anyone wanted to add to “Good and Welfare,” in which **Abigail** said the idea of having a Kosher food truck on campus next semester is being explored. Right now, the group is creating emails to send out to prospective vendors to garner costs and the Foundation Board will help fund this. This conversation prompted **Stephanie** to show the group a picture on her phone that she captured at LaGuardia Airport of a “Kosher Korner,” and suggested this could be a good idea to bring to campus. **Michael** appreciated the idea but said the fresh items that his team distributes on campus-for the most part-hit are discarded. However, **Michael** noted there has been an increase in the number of Kosher options on campus.

Meeting Adjourned: 1:45 PM