

MT. SAC AUXILIARY SERVICES CORPORATION BOARD OF DIRECTORS MINUTES

Thursday, March 7, 2024

1 – Call to Order

The third quarterly meeting of the Mt. SAC Auxiliary Services Corporation Board of Directors was called to order at 2:05 p.m. on Thursday, March 7, 2024, by Morris Rodrigue, Chairperson.

Present: Morris Rodrigue (Vice President, Administrative Services; Chairperson), Melba Castro (Vice President, Student Services; Vice Chairperson), Rosa Royce (Chief Compliance/College Budget Officer; Secretary/Treasurer), and Jean Metter (Professor, Nutrition & Food; Faculty Rep.)

Absent: Daniell'e (Dani) Silva (Associated Students President)

Guests: Steven Anderson (Sodexo), John Acero (Follett), Erik Guss (Follett), Alicia Herrera (Eide Bailly), Markelle Stansell (Administrative Services)

2 – Public Comment

No public comment.

3 – Consideration of Amendment of Minutes for January 11, 2023

It was moved by Rosa Royce and seconded by Melba Castro, to amend the minutes of January 11, 2023, to correct a typographical error and update the effective term date for Vice Chairperson, Tom Mauch, and Associated Students Representative, Phyu “Pearl” Pale. July 1, 2022, to January 11, 2023.

Ayes: Rodrigue, Royce, Castro, Metter

Abstain:

Absent: Dani Silva (AS Rep)

4 – Consideration of Approval of Minutes for December 7, 2023

It was moved by Rosa Royce and seconded by Melba Castro to approve the minutes for December 7, 2023 as presented.

Ayes: Rodrigue, Royce, Castro, Metter

Abstain:

Absent: Dani Silva (AS Rep)

5 – Consideration to Accept the Audit Report from Eide Bailly, LLP, Certified Public Accountants, for the Fiscal Year Ending June 30, 2023, relating to the Books and Records of the Mt. SAC Auxiliary Services Corporation

Mt. SAC Auxiliary Services Corporation received a clean opinion without any audit findings/recommendations; its financial statements were free of material misstatement. The Eide Bailly audit report was presented and includes comparative numbers, graphs, etc.

It was moved by Melba Castro, and seconded by Rosa Royce to accept the Audit Report from Eide Bailly, LLP, Certified Public Accountants, for the Fiscal Year Ending June 30, 2023, relating to the Books and Records of the Mt. SAC Auxiliary Services Corporation.

Ayes: Rodrigue, Royce, Castro, Metter

Abstain:

Absent: Dani Silva (AS Rep)

6 – Auxiliary Statement of Revenues and Expenses 2nd Qtr. FY 23-24

It was moved by Melba Castro, and seconded by Rosa Royce to accept the Auxiliary Statement of Revenues and Expenses (unaudited) 2022-2023 4th Qtr.

Ayes: Rodrigue, Royce, Castro, Metter

Abstain:

Absent: Dani Silva (AS Rep)

7 – Reports

Administrative Services

No report.

Sac Book Rac (Follett)

Erik Guss reported \$91,899 in revenue in the latter half of the winter term, approaching the start of spring. Currently, they are at 93.7% adoptions for Spring 2024, with 3,655 courses entered and 1,340 titles adopted to those courses. Customer surveys have reflected an upward trend (i.e., more positive comments). Online regalia sales have already begun, with in-store sales beginning today, March 7, 2024. The Grad Fair will be held in the Bookstore on April 17, 2024. Any orders placed after May 8 will be considered a rush and may incur additional charges.

Follett is working closely with the Instructional Team and presenting at TIMC. The Follett Discover integration is still in process, but there will eventually be a link in Canvas that will take faculty to the adoption tool.

Sodexo

Steven Anderson reported that they did \$186,000 in campus-wide sales in February, with half of that from catering and half from retail revenues. They are still struggling to find profitability, even though 100% of their operations have reopened for Spring. They are slightly trailing in revenue, likely due to locations being closed during the winter term due to flooding, the MLK holiday, etc. Common Grounds is doing better thanks to

reduced labor costs and revised offerings, and the food truck is temporarily closed due to low revenues. It is only occasionally opened via “pop-ups” and concessions events but is expected to be fully operational by fall 2024 after undergoing menu revisions and aesthetic changes.

Overall, Sodexo has many new menus and offerings planned, and “road shows” to department and division meetings will allow Sodexo to speak to these menu revisions while also reintroducing their team and educating potential customers about the varying levels of service they offer. They also plan to ramp up their marketing efforts to the wider campus.

10 – Adjourn

The meeting adjourned at 2:37 p.m.