



Auxiliary Enterprise Committee Minutes

Friday, October 25, 2024
 Bertolini Student Center, 1st Floor, Room 4638,
 Senate Chambers & on Zoom ID:
<https://santarosa-edu.zoom.us/j/84792688310?pwd=UExej5QaCbWpM9miHhojZdFsKJn28o.1>
 Meeting ID: 847 9268 8310
 Passcode: 634894
 3 – 4 pm

Note Taker: *Hilleary Z.*

Please Review/Bring: *Agenda, [AEC Web Site](#), Presentation Documents if presenting*

Committee Members

Lynn Erikson Rhode (F), Robert Ethington (A), Stephanie Jarrett (A), Emily Marian (S), Sarah Martin (C), Monzerrat Morales (S), Tiffany Nguyen (S), Sandy Sigala (C), Kathryn Viduya (S), Karen Walker (F), Hilleary Zarate (A)

S = Student, F = Faculty, C = Classified, A = Administration, P = Public, G = Guest

Present: Lynn Erikson Rhode (F), Robert Ethington (A), Stephanie Jarrett (A), Emily Marian (S), Sarah Martin (C), Sandy Sigala (C), Kathryn Viduya (S), Karen Walker (F), Hilleary Zarate (A)

Members from the Public Present:

Deb Ziccone, Andre Jiminez, Melanie Murphy, Trey Dunia

Committee Function

Purpose of the committee is to advise the Office of Business Services on matters affecting the Bookstore, food services and vending.

Items	Lead Person	Agenda Item
I. Check In	All	
II. Approval of Previous Minutes	All	Friday, September 20, 2024 - approved
III. Canteen Vending	Trey, Monserratt, Kathryn and Tiffany	1. Vending Machine Update – Trey from reported that Canteen implemented the Healthy Snack Initiative with support from Student Government Assembly (SGA). The healthy snacks in the vending machines are identified by a circle sticker next to the snack. Before the initiative, healthy snacks were about 20% of total sales. SGA implemented a marketing plan on social media and with posters across campus. Sales increased to 24% and then to 32%. Canteen has not seen this kind of increase anywhere. The #1 selling snack, not just healthy snack, is dried mango. 1b. Trey brought samples of snacks for in person committee members.

		<p>1c. Canteen has a new type of machine, the 600 Flex, and wants to do a trial at Polly Hall. It is not designed for groceries, but it is secure and can make some grocery items available. Motion by Sandy to recommend installing the 600 Flex vending machine at Polly Hall. Sarah seconded. Motion passed unanimously without objections.</p> <p>2. Healthy Snacks Initiative – Kathryn gave details about the initiative regarding working with other students and how pleased she is to work with Canteen on this. Have been working consistently on this since the summer.</p> <p>3. Guayaki – Trey reported that Canteen reached out to Guayaki to have exclusive machine. Committee agreed this is a popular item for students. Current vending machines do not include this item. Canteen will test the branded Guayaki machine at Polly Hall. Sarah would like to see a sponsorship.</p>
IV. Vending Request for Proposal (RFP)	Steph	Review of Timeline and Process – The District is looking to issue within the next week or two, then issue award in early Feb.
V. Follett Bookstores	Andre	<p>1. Bookstore Update – manager position in SR Bookstore is vacant. They are interviewing candidates and would like to forward a finalist. Robert, Sarah, Hilleary and Lynn are interested in being part of finalist interviews.</p> <p>2. Textbook adoptions are due 11/15 (note: it has been extended to 11/22)</p> <p>3. Bookstore added healthy consumables to their inventory.</p>
VI. Pacific Dining Food Services	Paul	<p>1. Pacific Dining Update – Melanie reported on behalf of Paul. Online ordering started and they have received a few orders.</p> <p>2. Pacific Dining attended Polly Hall Info Night to give information to student residents.</p> <p>3. Petaluma requests fresh food and efforts have been made.</p>
VII. Next Meeting	Hilleary	Friday, November 22, 2024 (same location details above)