



Auxiliary Enterprise Committee Minutes

Friday, November 22, 2024
 Bertolini Student Center, 1st Floor, Room 4643,
 Center for Student Leadership & on Zoom ID:
[https://santarosa-
 edu.zoom.us/j/84792688310?pwd=UExej5QaCbWpM9miH
 hojZdFsKJn28o.1](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	Notes
I. Check In	All	Slow start until quorum was reached.
II. Approval of Previous Minutes	All	Friday, October 25, 2025 – approved with one edit in item III.3. “Canteen reached out to Guayaki”. Motion by Karen, Lynn seconded – Motion passes with 1 abstention and no objections.
III. Canteen Vending	Trey, Monserratt, Kathryn and Tiffany	<ol style="list-style-type: none"> Vending Machine Update – creating a mini mart/smart store in Polly Hall. Student response is when can the campus get one? Healthy Snacks Initiative – reviewed sales and healthy snack sales are up 29%. Request to keep up marketing. Canteen is happy with this increase and will continue to add healthy snacks to the vending machines. SGA was on 11/9 Intercub Broadcast reel on Instagram. Also, promoting it at Club Day. SGA is collaborating with Community Market who are interested in selling products in vending machines. Request to add stickers and flyers in Petaluma. Trey offered to pick up flyers. Emily offered to help spread the word. EBT – send info to Trey to participate in any upcoming EBT meetings.

IV. Vending Request for Proposal (RFP)	Hilleary	Process pending – spring timeline with goal to award selection of contractor on February 11, 2025 Board of Trustees meeting.
V. Pacific Dining Food Services	Paul & Melanie	<ol style="list-style-type: none"> 1. Pacific Dining Update – busy week for Pacific Dining with 1500 guests plus catering jobs. Online orders are increasing. Smoothies are now part of the offerings. 2. Feedback – ordering system is hectic and there is confusion picking up online orders. Staff could be more communicative and directive.
VI. Next Meeting	Hilleary	Friday, January 24, 2025 (same location details above)