

**AZTEC SHOPS, Ltd.**  
**Minutes of the Meeting of the**  
**Board of Directors**  
**December 12, 2014**

Members present: J. Cole, Bill Earley, Mariah Kelly, Dr. Seth Mallios, Tom McCarron, Eric Rivera, Dr. Andrea Dooley and Carl Winston

Members Absent: Andrew Meadows, Kyle Murphy, Matt Keipper and Erika Tischofer

Others present: Donna Tusack, Lisa Albers, Jahan Jamshidi, Paul Melchior, Todd Summer, R.D. Williams and Gayle Fernandez

**I. Call to Order**

    Mariah Kelly, Chair, called the meeting to order at 12:15 p.m.

**II. Approval of the September 19, 2014, Board Meeting Minutes**

    Mariah Kelly asked for approval of the minutes of the September 19, 2014, Board meeting. J. Cole moved to approve the minutes of the September 19, 2014, Board meeting. Tom McCarron seconded the motion. Motion was approved 8-0-0.

**III. Management Discussion**

**A. Conflict of Interest**

    Donna Tusack explained that in accordance with the Aztec Shops Conflict of Interest Policy, Board members are required to report any conflicts of interest for the calendar year ending December 31, 2014. If there are no incidents of conflict of interest to report to management, each member of the Board of Directors is to sign and return an acknowledgement by January 31, 2015. An annual report memorandum for the calendar year ending December 31, 2014 will be submitted to the Vice President of Business and Financial Affairs on January 31, 2015. The annual report will be discussed at the February 27, 2015, Board meeting.

**B. Financial Report**

    Lisa Albers summarized the financial report through Period 5 (ending November 16, 2014). Net from Operations is tracking slightly ahead of budget and up from last year.

**C. Campus Stores Update**

    Todd Summer, Campus Stores Director, summarized the Campus Stores financial report through Period 5 (ending November 16, 2014). Net from Operations was behind budget, primarily in Course Materials missing critical revenue in the rental program. On line apparel and gifts were up 11% due to the new website and mobile app increasing sales by \$300,000 over last year. The 8<sup>th</sup> Annual Holiday Spectacular event for Faculty, Staff, Alumni and their families was held on Wednesday, December 4.

#### **D. Dining Services Update**

Paul Melchior, SDSU Dining Director, summarized the SDSU Dining financial report through Period 5 (ending November 16, 2014). Sales continue to be strong in Concessions, Catering, Quick Serve Restaurants and Aztec Markets. Margin is favorable by .02% of sales year-to-date. Total expenses are higher this year in three fixed categories; depreciation, interest and rent. Chef Ed Glebus competed in a World Culinary Championship and took 2<sup>nd</sup> place out of 500 competitors. Sushi Thursday at University Towers Kitchen continues to add \$3K in daily sales. Due to the success, Taco Tuesday will be added in the spring semester. Starbucks and Aztec Market will be opening in Aztec Shops Terrace in the spring semester. Hot sandwiches, salads and soups will be on the menu at the Market. Aztec Market, Olive Oil Café and Juice It Up will remain in West Commons.

#### **E. Business Development and Housing Update**

R.D. Williams, Director of Business Development and Contract Housing reported that housing occupancy is strong and financial results are tracking ahead of budget. South Campus Plaza is working to secure a specialty market and is ready to start leasing retail spaces. The complex is scheduled to be open for the students in the fall of 2016. Plans call for construction to begin at College Square in 2015. Starbucks will have minimal impact during the remodel.

#### **F. Information Technology Update**

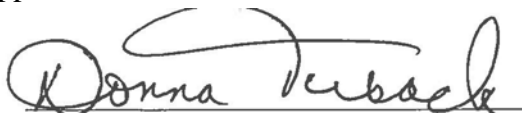
Jahan Jamshidi, Information Technology Director reported on a collaboration network infrastructure project with the campus. Other recent accomplishments include moving Kronos to the Cloud and DDS (data security system) for fraud prevention for credit cards is another major project that will challenge his team in the near future.

#### **G. Human Resources Update**

Donna Tusack provided an overview of Aztec Shops 1,092 employees which breakdowns to 835 students, 145 full-time benefited positions and 112 part-time positions. Donna announced a 3% merit increase pool for Aztec Shops hourly employees and 1% for salaried employees. The increase is effective January 2015.

#### **IV. Adjournment**

Seth Mallios moved to adjourn the meeting at 1:17 p.m. Bill Earley seconded the motion. Motion was approved. 8-0-0



Donna Tusack  
Chief Executive Officer