

**RECORD OF MEETING**  
**Food Service Advisory Committee**  
**Monday, April 7, 2003**  
**MJC East Campus, Morris Building, Conference Room B**

Present: Rhonda Green, Garry Hayes, Teresa Scott, Raquel Tiscareno, Judy Groetsema (Recorder).

Absent: Wendy Byrd, Frankie Johnson, Cynthia Schmidt.

**Record of Meeting.** The November 1, 2002 Record of Meeting was accepted as submitted.

**Food Service Updates.** *Food Service Fiscal Health and Solutions.* Rhonda reported profits are down 12 percent due to the late start, increased staff time, and slow Fridays. Two staff members have resigned. The evening lead position is being covered by the two daytime leads. They each work late two nights per week. The cashier position will have to be replaced by the beginning of the fall semester. One person is out on maternity leave and will return in the fall. Raquel has met with their food vendors in an effort to curb food costs. It was explained that some items can be purchased cheaper at Costco and some can be purchased only at Costco. In addition, the hours of operation have been reduced by one hour per day and Rhonda's salary has all been shifted to the Bookstore. Staff are working four-10 hour days. Vending machine purchases have increased due to the reduced hours.

*Progress on New Seating/Mural.* Rhonda says the new seating has been tabled due to lack of funds. She is still working with Richard Serros and his art students to negotiate a fair price to have the mural painted.

*Success of Ethnic/Religious Offerings.* Rhonda says they have not done anything in this regard nor have they had any requests for specific ethnic or religious preference foods.

*West Campus Climate Control Patio Update and West Campus Student Center Progress.* Teresa reported that the bid for the climate control project came in at about \$109,000 which puts it out of reach under the current conditions. Also, Teresa and Rhonda became aware that Food Service will be responsible for the cost of the infrastructure to accommodate food services in the new student center.

*Signs Warning of Consequences of Stealing.* Although this was suggested at the last meeting, Rhonda and Raquel both feel posting such signs sets a negative tone. Instead, they reported that the football coach asked to be notified of any problem and he has made the team members who are caught stealing run or exercise as a consequence. That action combined with the presence of Security for the first couple weeks, and the surveillance cameras seems to have controlled the problem.

*MJC Security vs. Contract Security Analysis.* Rhonda said since they only use Security during rush, she would like to continue using campus security rather than contracted security. She will

meet with Willie McDaniel to work out a plan and also to see if he has any different suggestions. Teresa asked if Security carries the Food Service receipts to the Business Office. Raquel says she does that task herself twice a day. Teresa advised her to stagger her delivery times for safety. Teresa suggested that Rhonda discuss the transportation of receipts from Food Service and the Bookstore to the Business Office with Mac of Security also.

*Price Comparison Report B Distributed by Frank?* Rhonda reported that Frank did distribute the price comparison report as suggested at the last meeting.

**Other.** Rhonda said she wants to add a few new offerings to generate some interest. She will try fruit smoothies this summer and Asian food in the fall. Discussion also followed whether the West Campus Food Service will be open this summer. Rhonda and Raquel said it depends on staff. They are down to five or six staff and one or two of them might need extra time off this summer for surgery for themselves or a family member.

Gary asked about the salad bar, and Rhonda said they have not set up the salad bar recently, but they have prepared individual salads which are sold from the refrigerator.

Teresa asked about advertising. After discussing some ideas, Rhonda and Raquel said they will sit down and make up an advertising plan. Rhonda will share the plan with Teresa as soon as it is finished.

Rhonda complimented Raquel on her attitude and helpfulness during staff shortages. Rhonda says Raquel sets the example and the Food Service team appreciate her willingness to pitch in when and where necessary.

Teresa asked if finances are discussed with the staff. Rhonda and Raquel reported that they give the staff updates of where they stand financially, what changes they propose, and why they propose the changes. The staff in turn suggested a breakfast bar concept that has been very successful and cost saving.

Teresa thanked everyone for coming and adjourned the meeting at 3:55 p.m.