

**Auxiliary Committee Meeting Date: 2.14.24 – Called to Order at 3:01p**

In Attendance:

**Heather Rikalo** (Chair), **Shannon Covey** (Recorder), **Reno Albertazzi** (Vending), **Jeff Downs**, **Temple Campana**, **Desirae Blunt-Lamkey**, **Mark Mazurowski** (TBB), **Steve Yingling**, **Coral Lopez**, **Catalina Wilson** (Student)

Prior minutes approved – Motion to approve; Shannon Covey; Coral Lopez second motion. All in favor.

**Café Updates:** None

**CDC Updates:**

- Completed Semi-annual licensing inspection 2/13/24 – will receive report soon
- RSV illness is roaming through CDC – common this time of the year. They are doing extra cleaning to prevent more spreading.
- St. Jude trike-a-thon fundraiser 3/22/24 – more info to come

**Vending Updates:**

- Reno is adding new food items to the Micro mart 2/20/24. Shannon will send out an All-College email to announce new items.
- Overall Sales and Micro market are still going well compared to past years

**Bookstore Updates:**

- Faculty single sign-on was approved. Mark will draft an email & step-by-step instructions for faculty to access their accounts and get started.
- End of semester pop-up will be 5/16-5/17/24
- Summer/Fall adoptions deadline is 3/1/24. Coral will send out an email reminder to all Division Directors and Assistants.
- Blue bookstore bins will be relocated to the shipping/receiving area for now until Mark can relocate them to another institution. Carson has 2 and Fallon has 1.

**Other:**

- Inclusive Access discussion – schedule a future meeting with JW, Justine, Gretchen, Troy, Heather, Coral and TBB staff

Next Meeting: This meeting was adjourned at 3:37p. The next meeting will be March 13<sup>th</sup> @ 3pm.