

UCCS Bookstore

Retail Advisory Board Meeting Minutes

Wednesday, December 14, 2022

Virtual Meeting

1) Call to order

Vice Chairperson Elena De La Rosa called to order the meeting of the Retail Advisory Board at 2:06 PM on December 14, 2022.

A. Roll Call

Present: Paul Deniston (Ex-Officio Staff), Jill Beauregard, Amy Sutz, Elena De La Rosa, Axel Brown, Shadia Itangishaka, Eric Gomez, Stephen Cucchiara

Absent: Larry Lee, Chairperson Romello Valentine

2) Overview of 12.14.22 Meeting Main Objectives

A. Paul

- a. Main objectives of Board and Ratify Bylaws

3.) Discuss Bylaw Revisions from original draft

A. Jill

- a. Showed all revisions that were agreed upon at the November meeting
- b. Needed to add half of B.1.e. back to Chairperson's role (rather than recording secretary). Chairperson will chair the meetings and represent the board. Recording Secretary will schedule meetings and prepare the agenda.
- c. Board had no issues with the revisions.

4.) Ratify Bylaws

A. Amy motioned to ratify. Seconded by Stephen. Called to a vote by the board.

- a. Bylaws approved unanimously.

5.) Retail Store Details and Data

A. Paul

- a. Shared course material data from 2017 to present
- b. Materials moving toward digital
- c. Sales in general merchandise have increased in sales this year
- d. Less floor space needed for textbooks
- e. Shared spreadsheet of ways UCCS Bookstore is making course materials more affordable for students
- f. Paul will create a Team through Teams for the RAB

6.) General Questions/Comments

- A. Eric and Paul
 - a. More information about the committee goals, purpose, and direction wanted from Eric
 - b. Paul referred to bylaws—improve customer service and public relations
 - i. Review policies, define what to work on, make recommendations to Bookstore
 - ii. We will discuss use of extra store space when Larry can join us.

7.) Next Meeting Date

- A. Jill
 - a. Wednesday or Thursday afternoon
 - i. For student members, earlier in afternoon on Thursdays works best
 - ii. One hour of time for meetings was agreed upon by board members
 - b. Jill will send invite for next meeting
 - i. Thursday, January 26 at 2:30 PM

8.) Adjournment

- A. Elena asked if there were any further questions or comments
 - a. There were none
- B. Meeting adjourned at 2:48 PM by Vice Chairperson Elena De La Rosa