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Foodservice Advisory Committee

Thursday March 28, 2024

MEETING NOTES

Attendance: Mark Murdoch, Food Services; Aimee Blyth, The Seasoned Spoon; Christine Thomas, Jessica Brooks, Chartwells; Kim Stevens, CUPE 3205; Lori Johnston, Conferences; Michael Eamon, Traill College (Principals); Shelley Strain, Sustainability Office; Puffin Davison, OC; Jillienne Simone-Burns, Housing.

1. Review of Meeting Notes of February 29
   1. No items for follow up.
2. Sub-committee reports
3. Operations and Marketing
   1. See Meeting Notes of March 25
   2. Easter, Exam and Summer Operating hours – slight change from that presented at the Operations and Marketing Working Group on March 25.
4. Sustainability and Fair Trade
   1. See meeting notes of March 25
      1. Early Earth Day April 3
5. Additional Working Groups:
   1. Dining Room Redevelopment Group – next meeting April 1
      1. Meeting notes of April 1 will be provided with FSAC Meeting Notes
6. General Discussion and Q&A
7. Next meetings: Late June - TBD, by TEAMS

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Trent University Foodservices

Food Services Advisory Committee

Operations and Marketing Working Group

Monday March 25, 2024

MEETINGNOTES

Attendance: Mark Murdoch, Food Services; Kassandra Glasbergen, The Ceilie; Aimee Blyth, The Seasoned Spoon; Christine Thomas, Jessica Brooks, Chartwells; Heather Klyn Hesselink, TGSA; Kim Stevens CUPE 3205; Mia Richardson, LEC.

1. Review meeting notes from February 26
2. The Food Guide Friendly program submission for The Seasoned Spoon has been sent. Waiting to hear back from Health Canada.
3. Easter Weekend operating hours - attached
4. Exam operating hours - attached
5. Summer operating hours - attached
6. Redevelopment plans
   1. Subway brand refresh – mid summer, will not impact operations
   2. New Point of Sale system at Starbucks – this item is pending
   3. Modest redevelopment at The Trend – details still being confirmed.
7. Exploration of All-You-Care-To-Eat dining
   1. Building on the level of interest in the survey conducted in spring of 2023 (55% preference) it is prudent to further explore this option
   2. Financial models being developed
   3. High level review of feasibility and cost to modify dining spaces
   4. If we can get past those two items we will undertake broader consultation in the fall
8. Other business
9. Next meeting – late June - TBD











A close-up of a logo

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Foodservice Advisory Committee

Sustainability and Fair-Trade Working Group

Monday March 25, 2024

MEETING NOTES

Attendance: Mark Murdoch, Food Services; Alyssa Scanga, TCSA; Caroline Durand, TUFA; Jessica Brooks, Chartwells; Shelley Strain, Sustainability Office; Kim Stevens, CUPE 3205; Matthew Porter, SAFS.

1. Review of Meeting Notes of February 26
   1. Early Earth Day trash pick up – April 3, 10 until noon.
      1. Meeting location – Blackburn Hall to complete safety briefing and sign waivers. Walk to the work site on Water Street.
      2. Gloves, etc supplied.
      3. Refreshments to follow.
   2. Food Guide Friendly program submission for The Seasoned Spoon has been submitted. Waiting to hear back from Health Canada.
   3. Winter Waste Audit Challenge update, report cards, prize award. Lady Eaton College was the overall winner. Photo attached.
2. Participation in eco-tray program.
   1. $1 takeout up 7.5%
   2. Eco-tray use up 17% - may be the result of the $5 eco tray drive in January
   3. Chine use down 10%
   4. Total eco-tray and china down 5%
   5. Total transactions up 10%
3. Travel mug usage:
   1. Travel mug and china cup use is fairly consistent, 41%, which is a 40% improvement from last year.
   2. Tim Hortons is a little below 1%. Chartwells has confirmed that Tims brand signage is in place.
   3. Chartwells is looking for larger/more prominent signage from Tim Hortons.
4. General discussion and Q and A
   1. How much does the eco-tray program cost to operate.
      1. This year we purchased 3,000 eco-tray at a cost of $15,000.
      2. Residents pay for the tray through the Food Service overhead, recovering about $10,000.
      3. Food Services sells a number of the trays.
      4. The trays are used about 50,000 times per year, which saves the purchase of 50,000 single use take out containers, worth about $20,000.
   2. Students take home their eco-tray when they graduate because the card is of no use to them. Could the trays be returned for a refund.
      1. If students use the eco-tray in the life away rom and after Trent, the habit we were trying to build is working.
      2. Setting up a refund back to the students account, or to the same form of payment that was originally used, would be very burdensome.
   3. Mark and Shelley are going to explore how the new system of manufacturers paying for recycling works with our program of recycling. Are we double paying for this service?
5. Next meeting in late June – TBD





# Dining Room Redevelopment Group Meeting

April 1, 2024, 1:30 – 3:00

# Great Hall

# MEETING NOTES

Attendance: Mark Murdoch, Food Services; James Onusko, Champlain College; Chloe Deshevy, Champlain College; Sara Pearce, Shannon Brockbank, Facilities Management; Donna Doherty, Alumni Engagement; Lori Johnston, Conferences.

# Operational details April 5/6

* Tables moved from sea can to Great Hall - FM
* Tables moved from shop to Great Hall – FM
* Tables being moved to storage – FM
* Tables being set aside for Woodarts – Sara
* Chairs moved to storage - FM
* Rental chairs delivered/installed - Conferences
* Round tables set up – Conferences

1. Monday April 8
   * Rental chairs picked up by Gervais - conferences
   * GH Chairs retuned – FM
2. Quilting event April 20/21– Champlain College Office in charge
3. Event schedule – attached

* We have to have the Great Hall looking GREAT for all of Leo’s events.

1. Task list
   * We have to have the Great Hall looking GREAT for all of Leo’s events.
   * Includes high level budget info
     1. Total budget of $350k plus net HST
     2. Have committed $215k
     3. Sound attenuation – Sara will research options
     4. Audio visual
2. Philanthropy to fund other developments/improvements – James and Michael
   * Donna was able to confirm that we are very close to securing a significant donation for improvements in the Great Hall and Champlain College.
   * The group reviewed some of the desired improvements between the Great Hall and riverbank.
3. Chair selection criteria
   * See attached

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Day | Date | Event | Notes |
| April | 5 | Friday | Prep |  |
|  | 6 | Saturday |  |  |
|  | 20 | Saturday |  | Last day of exams |
|  | 20 | Saturday | Quilts |  |
|  | 21 | Sunday | Quilts |  |
|  | 22 | Monday |  | Work can begin in Great Hall |
|  |  |  |  |  |
|  | 25 | Thursday |  | Cancelled |
|  |  |  |  |  |
| May | 1 | Wednesday | Lunch |  |
|  |  |  |  |  |
|  | 9 |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | 25 | Saturday | Dinner |  |
|  | 27 | Monday | Dinner |  |
|  | 28 | Tuesday | Dinner |  |
|  | 29 | Wednesday | Reception | President's Event |
|  |  |  |  |  |
| June | 3 | Monday | Vendor Fair | Require rect tables |
|  | 4 | Tuesday | Convocation |  |
|  | 5 | Wednesday | Convocation |  |
|  | 6 | Thursday | Convocation |  |
|  | 7 | Friday | Convocation |  |
|  | 7 | Friday | Dinner | President's Retirement |
|  | 10 | Monday | Convocation |  |
|  | 11 | Tuesday | Convocation |  |
|  |  |  |  |  |
|  | 18 | Tuesday | Dinner |  |
|  | 19 | Wednesday | Dinner |  |
|  |  |  |  |  |
|  |  |  |  |  |
| July | 1 | Monday | All meals | Goose Camp 1 |
|  | 2 | Tuesday | All meals | Goose Camp 1 |
|  | 3 | Wednesday | All meals | Goose Camp 1 |
|  | 4 | Thursday | All meals | Goose Camp 1 |
|  | 5 | Friday | All meals | Goose Camp 1 |
|  | 6 | Saturday | All meals | Goose Camp 1 |
|  | 7 | Sunday | All meals | Goose Camp 1 |
|  | 8 | Monday | All meals | Goose Camp 1 |
|  | 9 | Tuesday | All meals | Goose Camp 1 |
|  | 10 | Wednesday | All meals | Goose Camp 1 |
|  | 11 | Thursday | All meals | Goose Camp 1 |
|  | 12 | Friday | All meals | Goose Camp 1 |
|  | 13 | Saturday | Dinner |  |
|  |  |  |  |  |
|  | 15 | Monday | All Meals | Goose Camp 2 |
|  | 16 | Tuesday | All Meals | Goose Camp 2 |
|  | 17 | Wednesday | All Meals | Goose Camp 2 |
|  | 18 | Thursday | All Meals | Goose Camp 2 |
|  | 19 | Friday | All Meals | Goose Camp 2 |
|  | 20 | Saturday | All Meals | Goose Camp 2 |
|  | 21 | Sunday | All Meals | Goose Camp 2 |
|  | 22 | Monday | All Meals | Goose Camp 2 |
|  | 23 | Tuesday | All Meals | Goose Camp 2 |
|  | 24 | Wednesday | All Meals | Goose Camp 2 |
|  | 25 | Thursday | All Meals | Goose Camp 2 |
|  | 26 | Friday | All Meals | Goose Camp 2 |
|  |  |  |  |  |
|  | 29 | Monday | All meals | Goose Camp 3 |
|  | 30 | Tuesday |  | Goose Camp 3 |
|  | 31 | Wednesday |  | Goose Camp 3 |
| Aug | 1 | Thursday |  | Goose Camp 3 |
|  | 2 | Friday |  | Goose Camp 3 |
|  | 3 | Saturday |  | Goose Camp 3 |
|  | 4 | Sunday |  | Goose Camp 3 |
|  | 4 | Sunday | Dinner |  |
|  | 5 | Monday |  | Goose Camp 3 |
|  | 6 | Tuesday |  | Goose Camp 3 |
|  | 7 | Wednesday |  | Goose Camp 3 |
|  | 8 | Thursday |  | Goose Camp 3 |
|  | 9 | Friday |  | Goose Camp 3 |
|  | 9 | Friday | Dinner | Ceilie Only |
|  |  |  |  |  |
|  | 30 | Friday | Wedding | Ceilie Only |
|  |  |  |  |  |
|  | 31 | Saturday |  | Move in weekend |

Task List



Criteria for discussion:

* With and without arms (arms 5%)
  + A tall/bar height version would be nice but not a requirement
* Light oak
* Round legs if available
* Straighter slats vs more rounded
* Slight curve in the back
* Solid wood seat over a padded seat
* Stackable if available
* Narrower than current
* A more block design over one that flares at the top

A wooden chair with a white background

Description automatically generatedFarm house chair

A wooden chair with a white background

Description automatically generated Rounded slats

A wooden chair with armrests

Description automatically generatedWith arms - A wooden chair with a white background

Description automatically generated

Matching Chair without arms

A wooden chair with a black cushion

Description automatically generated a more rounded back, padded seat

Not flared like this example