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Foodservice Advisory Committee

March 30, 2023

MEETING NOTES

Attendance: Mark Murdoch, Food Services; Aimee Blyth, Seasoned Spoon; Andrew Harris, Housing; Jessica Brooks, Chartwells; Kim Stevens, CUPE 3205; Michelle Waterworth, 76 Sips Café; Heather Klyn-Hesselink, TGSA .

1. Review of Meeting Notes of March 2, 2023
	1. No items were identified.
2. Sub-committee reports
3. Operations and Marketing
	1. See Meeting Notes of March 28
		1. Operating Hours for Easter, Exams and Summer are attached.
			1. The summer operating hours for Otonabee College were corrected.
		2. Meals for Ramadan and Passover available at Durham and LEC.
4. Sustainability and Fair Trade
	1. See Meeting Notes of March 28
		1. The use of travel mugs during the month of February was re-thought and a revised estimate provided.
5. Budget
	1. Approved by Board of Governors, March 24.
6. Catering
	1. No report
7. Additional Working Group Reports
	1. Dining room redevelopment group
		1. Met last week to set some higher-level priorities. A follow up meeting has not been scheduled.
8. General Discussion and Q & A
9. Next meeting – TBD

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Trent University Foodservices

Food Services Advisory Committee

Operations and Marketing Working Group

March 28, 2023

MEETING NOTES

Attendance: Mark Murdoch, Food Services; Jessica Brooks, Chartwells; Kim Stevens, Corine Bolton, CUPE 3205; Aimee Blyth, Seasoned Spoon; Johanna Hart, Spiritual Affairs, Heather Klyn-Hesselink, TGSA.

1. Review meeting notes from February 28, 2023
	1. Food Services RFP Process update
		1. Document collection continues,
		2. Facility tour by consultants April 3,
		3. Will start to schedule small group and individual interviews for May and June (Principals, Student Leaders, VP Finance, Catering users/Conferences, others)
		4. Focus groups, surveys and broader collection of information in mid or late September
	2. Food service survey update
		1. Results received on Monday March 27, have not reviewed
		2. Prizes were awarded to three students
2. Religious Observances
	1. Ramadan, March 23 – April 21, meals provided at Durham and LEC
	2. Passover, April 6 – 13, Kosher meals provided at Durham and LEC
	3. Chartwells will provide data about utilization at the end of term
3. Exam Operating Hours – see attached
	1. Are these the “final” hours? After this meeting these will become the final operating hours, subject to any adjustment for a snow day. Operating hours will be communicated to employees by their supervisor.
4. Summer Operating Hours – see attached
5. Other business
6. Next meeting June - TBD









Summer 2023 Operating Hours

|  |  |
| --- | --- |
|  | **MONDAY to FRIDAY** |
|  |  |
|  |  |
| **76 SIPS** | **9:00 A.M. - 3:00 P.M.** |
|  |  |
| **STARBUCKS** | **9:00 A.M. - 3:00 P.M.** |
|  |  |
| **OTONABEE** | **8:000 A.M. - 3:00 P.M.** |
| **PIZZA PIZZA** | **10:30 A.M. - 3:00 P.M.** |
| **GRILL & CO.** | **10:30 A.M. - 3:00 P.M.** |
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Foodservice Advisory Committee

Sustainability and Fair-Trade Working Group

Tuesday March 28, 2023

MEETING NOTES

Attendance: Mark Murdoch, Food Services; Jessica Brooks, Chartwells; Noah Edwards, Lady Eaton College; Heather Klyn-Hesselink, TGSA

1. Review of Meeting Notes of February 28:
	1. Free coffee pop-ups – completed. Coupons will continue to be accepted through April 30
	2. Eco-tray use results – see notes below.
	3. Travel mug use results – see notes below.
2. “Food Guide Friendly Certification” – a work in progress with Health Canada. Nest meeting April 13.
3. Durham Green Restaurant Certification update – all data submitted. Pending review of submission and video walk through. We are confident we will receive a three-star rating immediately.
4. General discussion and Q and A
5. Next meeting – June TBD



Average 180 90 173

It appears that the ratio of travel mugs for the period Jan 19 to Feb 26 is over reported. This is likely due to an under-reporting of the number of paper cups used in this period. If we compare the number of cups of hot beverages consumed per day, it was highly unlikely that the consumption of hot beverages actually declined in the second period. If the average count is adjusted for that period, and all of those additional cups of hot beverages are attributed to paper cups, the counts changes to:

|  |  |  |
| --- | --- | --- |
| Paper Cups | 4,447 | 80% |
| China Mugs | 33 | 1% |
| Travel Mugs | 1,100 | 19% |
| Total | 5,580 |  |