

# Discovery Café User Committee

## Meeting Minutes

October 4, 2016

### Core Meeting Attendees:

Name, Attendance

Jerry Burge	Y	Halee Helmer	N
Victoria Burks	N	Jamie Money	N
Alan Brooks	Y	Chris Ohler	Y
Linda Brubaker	N	Dan Ritt	N
Vikky Caulkins	Y	David Salomon	N
Brenda Chasteen	Y	Monica Slate	Y
Bart Christy	N	John Stroka	Y
Jillian Deshazer	Y	Zoe Weaver-Ohler	N
Tammy Eyler	N	Tara Whipp	N
Julie Hartman	Y	Howard Young	Y

Minutes taken by Vikky Caulkins

### Agenda Items:

- Welcome new members
  - Café Update
  - Review Cafe Suggestions Spreadsheet
  - Coffee
  - Open Discussion
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### Meeting Recap:

- Welcome new members
  - We have a number of new members on the committee! Thank you for volunteering and we look forward to your input and suggestions.
- Café Update
  - The café in bldg. 549 went through an inspection.
    - Food and food temperatures were fine
    - Floors, ceiling tiles, etc need improvement
    - FME will be doing PM checks every 3 months one equipment in café
    - Surprise inspection will happen approx. every 3 months
    - EHS will perform monthly inspections at ATRF/549
  - Monica and Julie will be visiting NIH's café to go over their regulations to allow our café to use those as a guideline.
  - Renovations will be readdressed for the ATRF Grab & Go
    - Add more cold space, less hot food options – OR

- Add more hot space, less space for cold options
- Suggestion was made for Taso to share metrics on his top 3 best and worst selling items, and increase or decrease the frequency of those as applicable.
- Taco day to increase to weekly
- Pizza day to increase to weekly
  - New pizza oven being ordered for ATRF
- Suggestion made to set up a Taco Bar as part of the salad bar on Taco Day.
- Review Cafe Suggestions Spreadsheet
  - Other suggestions included a combo meal option (drink, chips with sandwich)
  - Grab & Go salad options
- Coffee
  - New carafes should be 100% starbucks coffee. Monica to follow up with Taso and Moses regarding the possibility that other coffee is still being mixed in.
- Open Discussion
  - Request to highlight more of the vegetarian options on the menu, as they seem to be getting missed by customers
  - Redesign the Café webpage
    - Monica to work with Jillian Deshazer